

Meeting of Executive Committee, Oct 1.

A meeting of representatives of various campus organizations was called to order by Miss Talbot in the Neighborhood Room, Lexington Hall, October 15, 1914. After a brief explanation by Miss Talbot of the organization of Spelman House, the Woman's Union, and the Young Women's Christian League, the communication from Spelman House was read. In this communication it was suggested that an administrative council of women be formed. The purpose of the council would be the supervision of the social life of the University women, the purpose to be carried out in two ways;

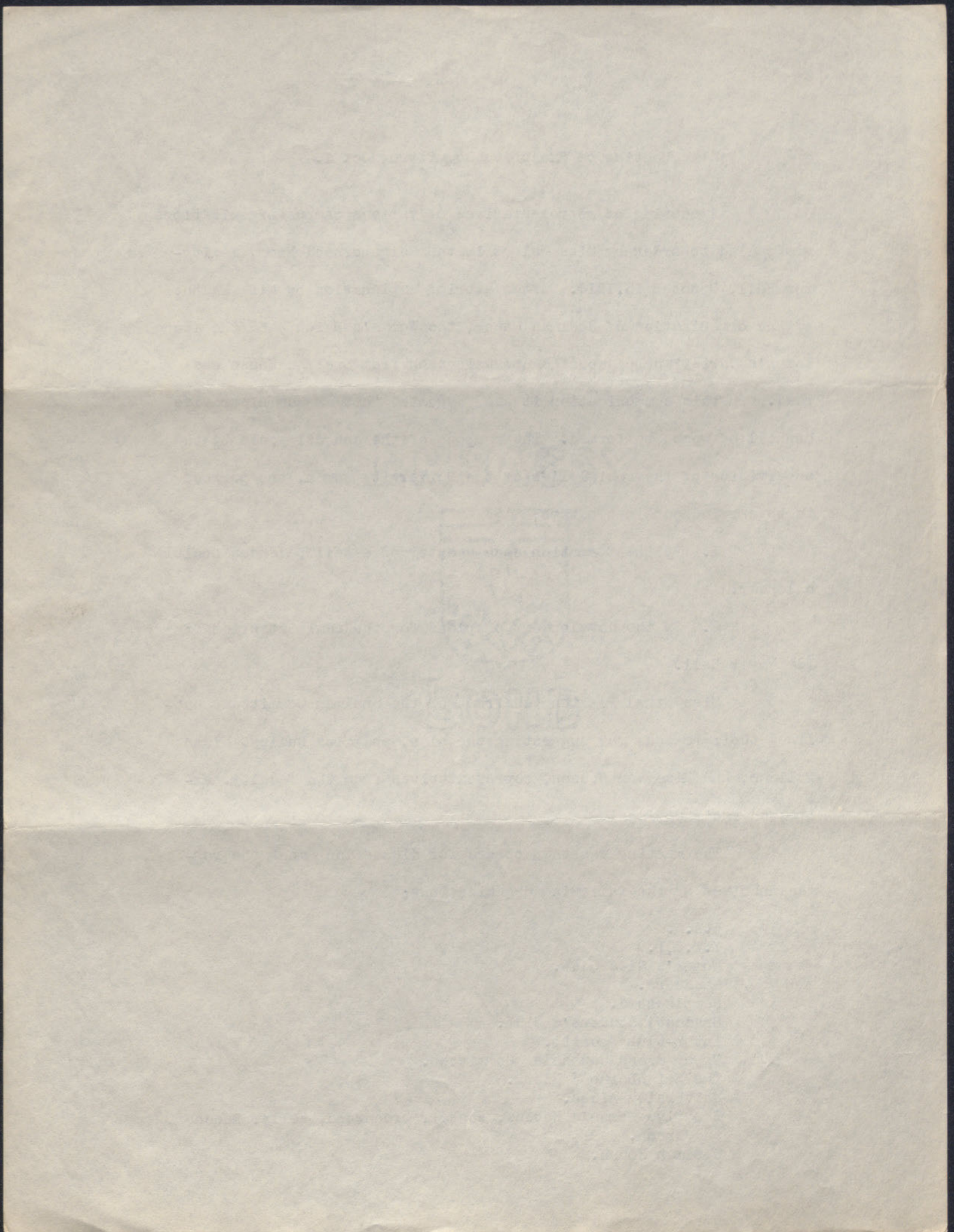
1. By the formation each quarter of a well balanced social calendar.

2. By the development of plans for the administration of Ida Noyes Hall.

Miss Ethel Preston, chairman of the Spelman Committee, outlined their reasons for suggesting the plan, and Miss Dudley, Miss Wallace, and Miss Van Hoesen, representatives from the faculty, expressed their approval.

The meeting was then opened for discussion among the representatives of the following organizations;

W.A.A.
Y.W.C.L.
Women's Glee Club.
Masquers.
Harpischord.
Graduate Student's Club.
Inter-Club Council.
Upper Class Counselor Committee.
The Neighborhood Clubs.
University Aides.
The five women's Houses, Foster, Greenwood, Kelly, Beecher, and Grean.
Spelman House.



It was then moved and seconded that the sentiment of the meeting was one of approval. Carried.

Moved and seconded that a committee of five students be appointed to take the matter into careful consideration and draw up an outline to be presented at the next meeting. Carried.

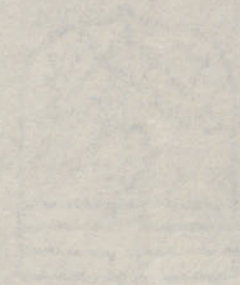
Each representative was asked to nominate five students by ballot and the final choice of the Committee was then left with Miss Talbot and Miss Dudley.

Meeting was adjourned.

Dorothy Strachan,

Secretary, pro.tem.

610-10-1



ASSOCIATED

A meeting of the Woman's Administrative Council was called to order by Miss Talbot in Lexington, November 4th. Katherine Biggins chairman of the committee, appointed to draw up a constitution, gave a report. The constitution was read and adopted article by article as submitted, with the exception of the article on committees which was slightly changed, and then adopted. When this was finished it was moved and seconded that the constitution be adopted as a whole. Motion was carried.

Moved and seconded that we adjourn to meet Monday, November 9th, in Spelman House at 4:30 for the election of officers. Motion was carried and the meeting adjourned.

Dorothy Strachan,

Secretary, pro.tem.

THE UNIVERSITY OF CHICAGO
LIBRARY
540 EAST 57TH STREET
CHICAGO, ILL. 60637
U.S.A.

LIBRARY
540 EAST 57TH STREET
CHICAGO, ILL. 60637
U.S.A.

A meeting of the Woman's Administrative Council was called to order by Miss Talbot in Spelman House, November 9th at 4:30. The duties which each officer would have were discussed first, and this was followed by the election of officers.

The ballot for President resulted in a large majority for Katherine Biggins. It was moved and seconded that the secretary cast a unanimous ballot for Miss Biggins. Carried.

As a result of the next ballot there were three candidates for secretary;- Miss Bradley, Miss Parmele, and Miss Low. Upon a second ballot Miss Low and Miss Parmele were the highest but neither had a majority of votes. Upon a third ballot Miss Low was elected secretary.

The following women were nominated for the executive committee;

Grace Hotchkiss.
Marie Goodenough.
Alma Parmele.
Katherine Covert.
Dorothy Strachan.
Nina O'Neill.
Julia Dodge.

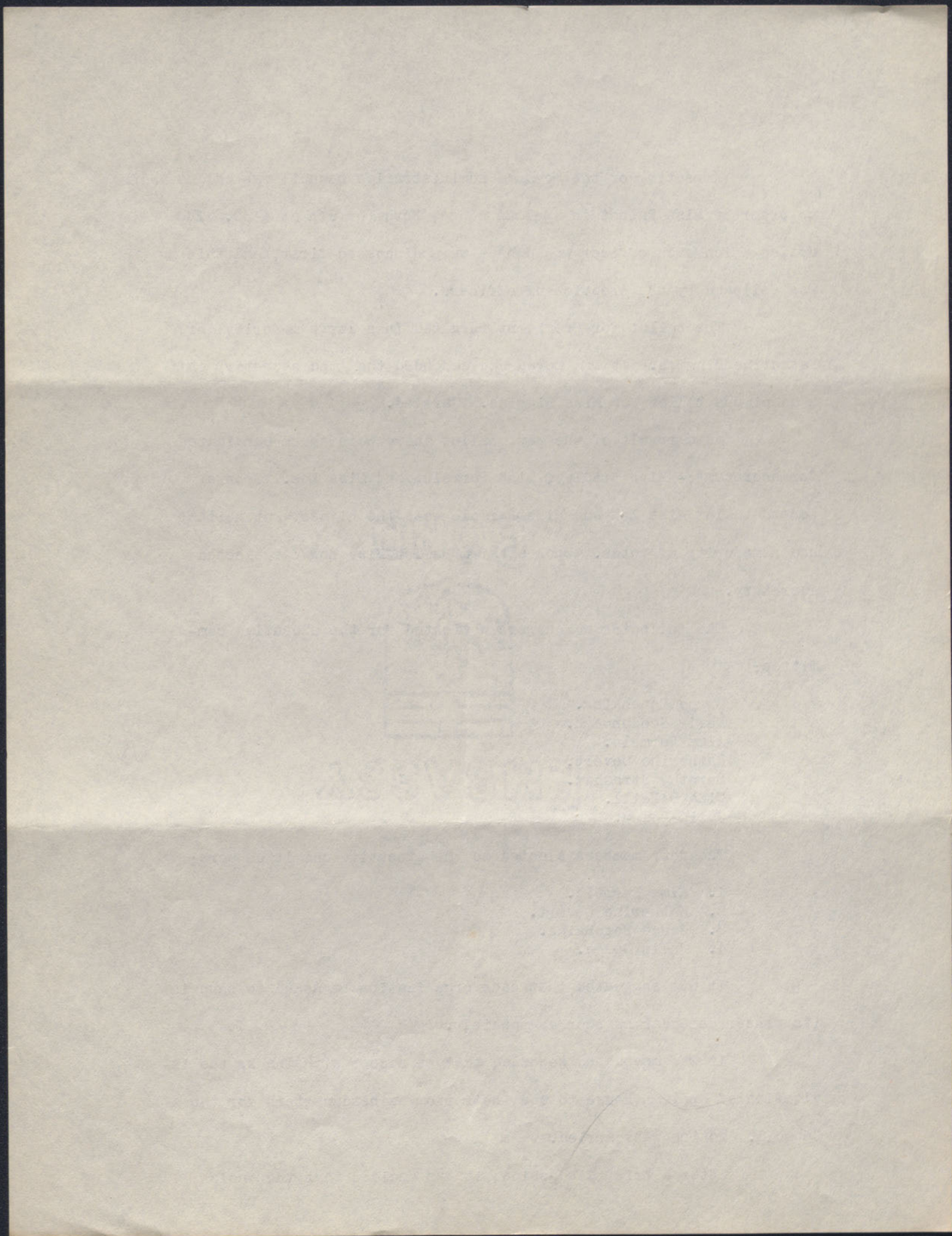
The four members elected to the executive committee were;

1. Alma Parmele.
2. Katherine Covert.
3. Grace Hotchkiss.
4. Julia Dodge.

It was suggested that each organization be asked to send in its winter calendar as soon as possible.

It was moved and seconded that we accept with thanks the invitation of Spelman House to use their room as headquarters for the Council. Motion was carried.

After a brief discussion, it was decided that the whole



council should meet on the first Monday of each month at 4:00 o'clock, while the executive committee would meet as often as they deemed necessary.

It was moved and seconded that the social census cards be placed at the disposal of the council. Carried.

It was moved and seconded that the following committees be established;

1. Calendar.
2. Membership
3. Social needs
4. Administration of Ida Noyes Hall. Motion was carried.

The following members of the council signified their committee preference as indicated;

Edith Smith.....	Social Needs.
Ruth Allen.....	Calendar.
Miss Levi.....	Social Needs.
Mary MacDonald.....	Membership.
Emma Low.....	"
Phyllise Fay.....	"
Irene Tufts.....	Social Needs.
Caryl Cody.....	"
Mary MacDonald.....	Calendar
Dorothy Strachan.....	"

Upon motion the council adjourned to meet at 4:00 o'clock on the first Monday of December.

Dorothy Strachan,
Secretary, pro.tem.

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

IN [illegible] [illegible] [illegible]

OF [illegible] [illegible] [illegible]

AND [illegible] [illegible] [illegible]

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

IN [illegible] [illegible] [illegible]

OF [illegible] [illegible] [illegible]

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

IN [illegible] [illegible] [illegible]

OF [illegible] [illegible] [illegible]

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

IN [illegible] [illegible] [illegible]

OF [illegible] [illegible] [illegible]

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

IN [illegible] [illegible] [illegible]

OF [illegible] [illegible] [illegible]

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

IN [illegible] [illegible] [illegible]

OF [illegible] [illegible] [illegible]

THE [illegible] OF [illegible] [illegible]

BY [illegible] [illegible] [illegible]

At the meeting of the Woman's Administrative Council on November 9th, the members of the executive committee were elected and the following committees established.

1. Calendar.
2. Membership
3. Social Needs.
4. Administration of Ida Noyes Hall.

At the meeting of the executive council, two weeks later, the personnel of the four committees was determined, as follows;

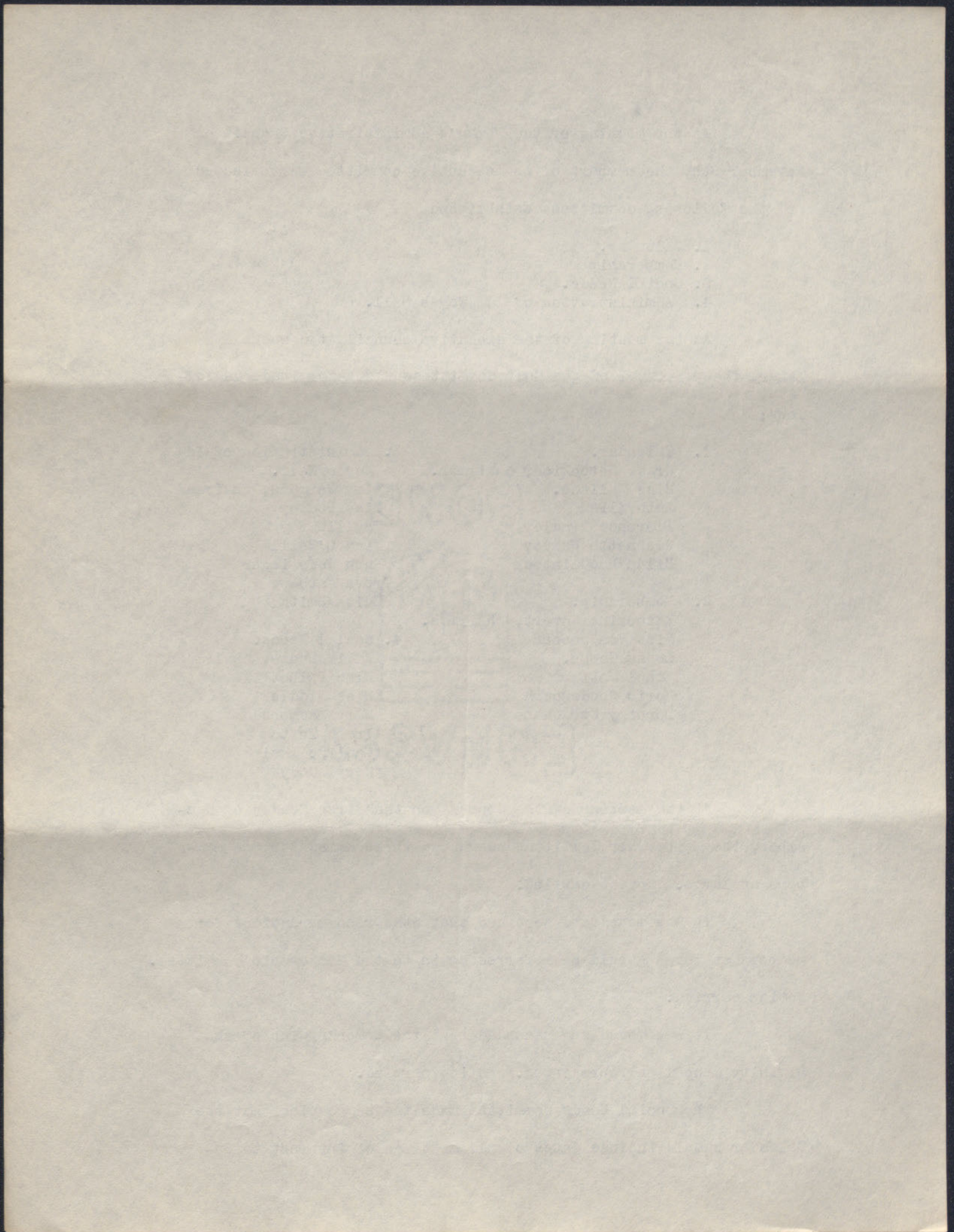
- | | |
|---|--|
| <ol style="list-style-type: none">1. Calendar.
Grace Hotchkiss, chairman.
Miss Wallace.
Ruth Allen
Florence Bradley
Jeannette Harvey
Hilda MacClintock2. Membership.
Katherine Covert, chairman.
Miss Van Hoesen
Leona Coons.
Ethel Mott
Marie Goodenough
Dorothy Strachan | <ol style="list-style-type: none">3. Administration of Ida Noyes Hall.
Alma Parmele, chairman
Miss Dudley
Phyllis Fay
Nina O'Neill
Ruth Weissinger
Treva Mathews
Edith Smith4. Social Needs.
Julia Dodge, chairman
Miss Talbot
Miss Riddle
Mary MacDonald
Irene Tufts
Pauline Levi
Caryl Cody |
|---|--|

At the meeting of the Council on the first Monday of December, the Membership Committee suggested three names for the members at large. Motion carried.

It was moved and seconded that the recommendations for members at large should be referred again to the Membership Committee. Motion carried.

It was moved and seconded that the Women's Club of the Divinity School be represented. Motion carried.

The Social Needs Committee made the suggestion that the Calendar should include dates of all meetings of interest to wo-

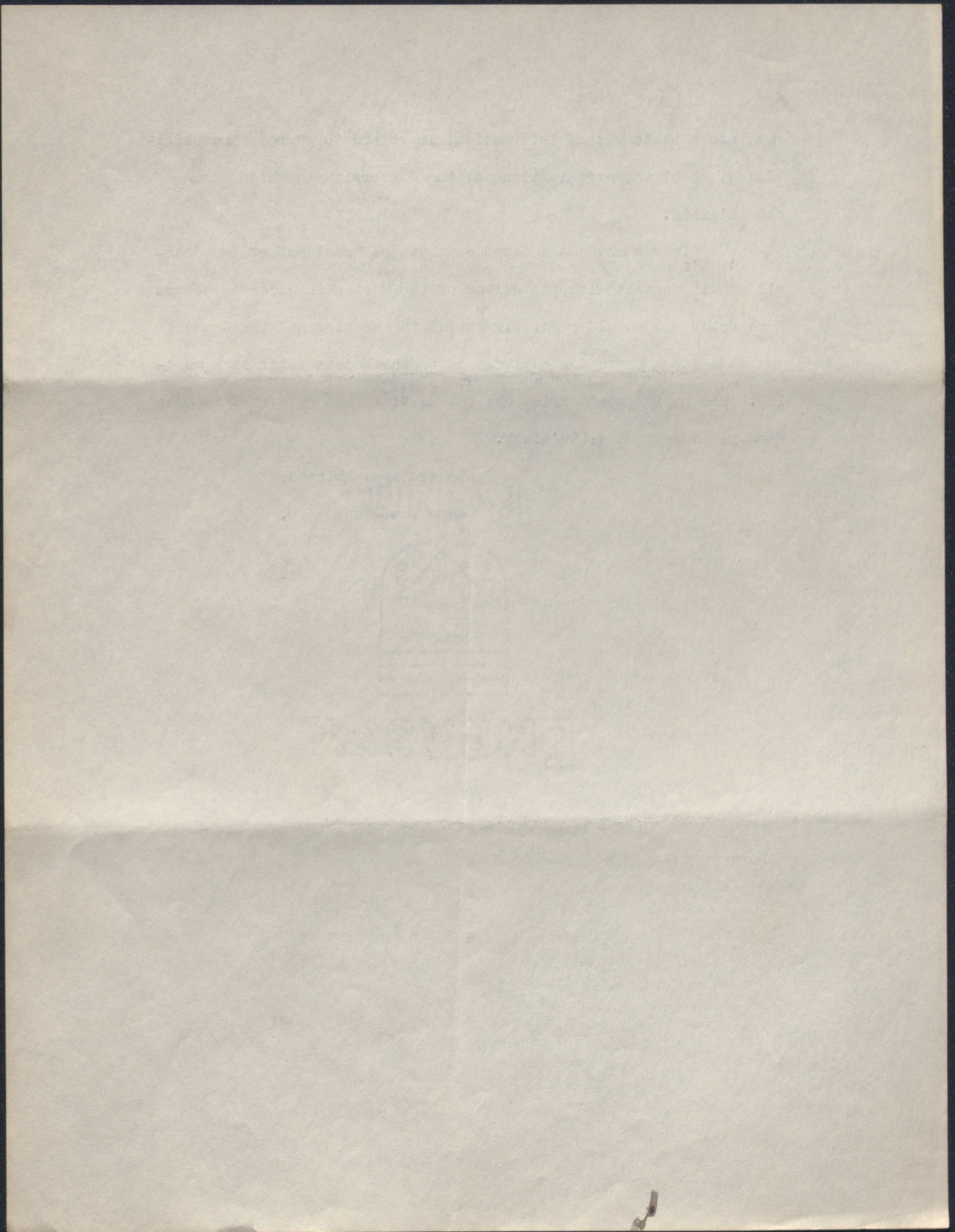


men, and a statement of information, in regard to purpose and eligibility, about the organizations of the University to which women are eligible.

It was moved and seconded that the President of the Council should consult with the editor of the Maroon in order to secure a reporter who should regularly attend the meetings of the Council and send any reports for publication to the Maroon after each meeting. The motion was carried and the meeting then adjourned to meet Monday, January at 4:00o'clock.

Respectfully submitted,

Emma Low, Secretary.



A meeting of the Woman's Administrative Council was held on Monday, January 4, 1915, at four o'clock. Those present were two faculty representatives, one member at large, five University aides, and the representatives of the following organizations, Foster Hall, Green Hall, Kelly Hall, W.A.A., Spekman House and Inter-Club Council. The resignation of Miss Emma Low as secretary and as member of the Council, because of inability to attend meetings, was accepted. Miss Esther Birch was received in Miss Low's place as the representative of Spelman House. Miss Edith Smith was elected as secretary.

The report of the Administration Committee was given. This report advised that the size of posters and notices be limited, that regulations concerning the use of the hall walls, piano and waste-baskets of Lexington be drawn up and posted. Notices about rooms for rent and all outside trade are to be taken down. It was decided to appoint one member of the Administration Committee as censor of the notices and posters in Lexington.

The report of the Calendar Committee was given. Each organization had been written to and asked to send in their dates for the quarter. A calendar had been made for the quarter on which all dates had been written. It was decided that there were no conflicts.

It was moved that the Council meet here after at 4:30. The motion was carried. The Council then adjourned to meet at 4:30 on Monday, February 1.

EMBASSY



BOND

This is very important to follow!
To Pres. - 1917-18.

copy

January, 12, 1915.

Miss Katherine Biggins,
Woman's Administrative Council.

Dear Miss Biggins:

I think I told the members of the Council that I would be responsible for the money necessary to meet the expenses of the business in hand. Should not this matter be more definitely determined upon?

I would suggest that the Executive Committee take the matter up and consider this proposition from me:

I will be responsible for expenses amounting to one dollar per quarter for each of the standing committees, this sum to be spent either at their discretion, or authorized by the Executive Committee. Sums greater than this should be approved by the Executive Committee and propositions presented to me for indorsement before final acceptance. Some such measure as this will, I think, enable the different committees to know to what degree they are authorized to expend money.

You may be sure that I will listen with a keen desire to cooperate to any plans which may involve the spending of money if they prove, or seem to promise good returns for our women students.

Very truly yours,

THE
OFFICE OF THE
SECRETARY OF THE
NAVY
WASHINGTON, D. C.
JANUARY 1, 1900

TO THE
HONORABLE
MEMBERS OF THE
NAVY
WASHINGTON, D. C.
JANUARY 1, 1900

1. The Secretary of the Navy has the honor to acknowledge the receipt of your letter of the 28th inst. in relation to the proposed amendment to the Navy Regulations, and to inform you that the same has been forwarded to the proper authorities for their consideration.

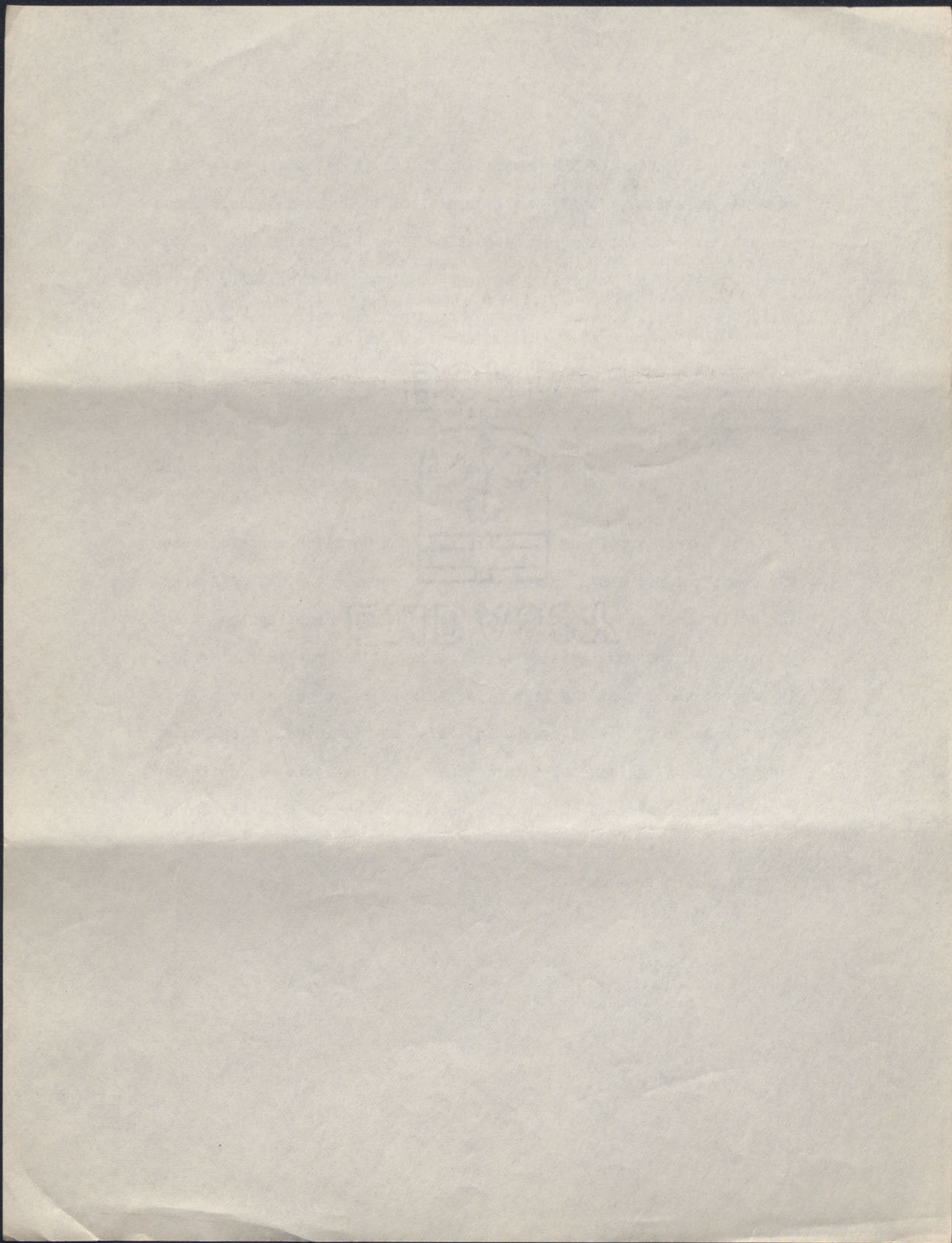
2. The proposed amendment is being considered by the Board of Naval Commissioners, and it is expected that a decision will be reached within a few days.

3. The Secretary of the Navy is very sorry that he cannot give you a more definite answer at this time, but he trusts that the Board of Naval Commissioners will be able to give you a satisfactory answer in the near future.

Very respectfully,
J. D. LONG
Secretary of the Navy

A meeting of the Woman's Administrative Council was held on Monday, February 1, 1915 at 4:00 o'clock in Spelman House. Those present were one faculty representative, four University Aides, and the representatives of the following organizations, Beecher Hall, Foster Hall, Green Hall, W.A.A., Graduate Women's Club, Neighborhood Clubs, Inter-Club Council. Miss Jennette Jacobs and Miss Dorothy Edwards were unanimously elected members at large of the Council. Miss Biggins announced that Miss Talbot had offered to finance the Council and that the Executive Committee on behalf of the Council had accepted the offer.

Miss Parmele of the Administration Committee reported that the committee had drawn up resolutions concerning the use of Lexington Hall, and that a copy was to be sent to each organization, a copy posted on the Lexington bulletin board and one put in the Maroon. It was announced that the list of organizations to which women are admitted had been posted by the Social Needs Committee. Miss Dudley suggested that the council should think about bulletin boards in Ida Noyes Hall. What kind should they be? Where should they be placed?



The Woman's Administrative Council met Oct, II, 1915, at 3:00 P.M. in Harper Memorial Library, room 12. The meeting was called to order by the President, the roll called, and the minutes read and approved. A regular day was appointed for the business meetings which is to be the second Wednesday of the month at 4:30 P.M. Plans for Ida Noyes Hall were explained by Miss Talbot. Discussion followed concerning the Council's place in the University, and its function with regard to the administration of the new building for women. The President reported on the last Executive Committee Meeting.

Suggestions were then made for members to fill those vacancies among the three members at large who represented that department last year. The nominations to be voted on later.

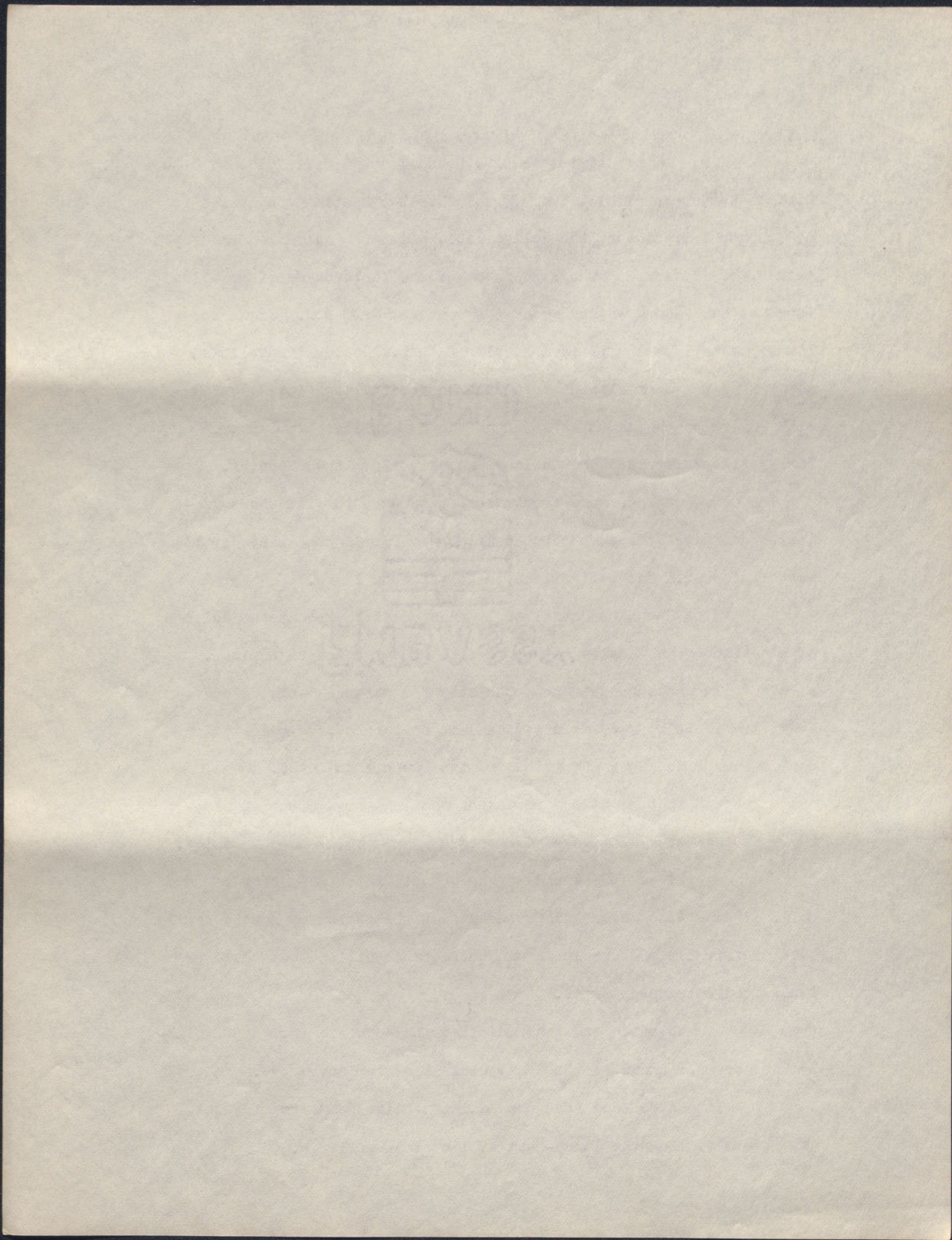
Miss Hanna was unanimously elected to represent the College of Education as a faculty member to fill Miss Van Hoeson's place.

It was announced that the calendar posted by the Calendar Committee is to be made more official in appearance. A report of the duties of the four committees of the Council followed. Some one suggested that we have a permanent seating arrangement at meeting. It was moved and seconded that we sit according to committees.

A bill was presented to the Council which was voted to be paid. It was also moved and seconded that the secretary have a new book preferably a loose leaf note book, on condition that there are funds enough to purchase it.

It was moved and seconded that the Council approve officially the movement known as the "Fair Class Election Movement".

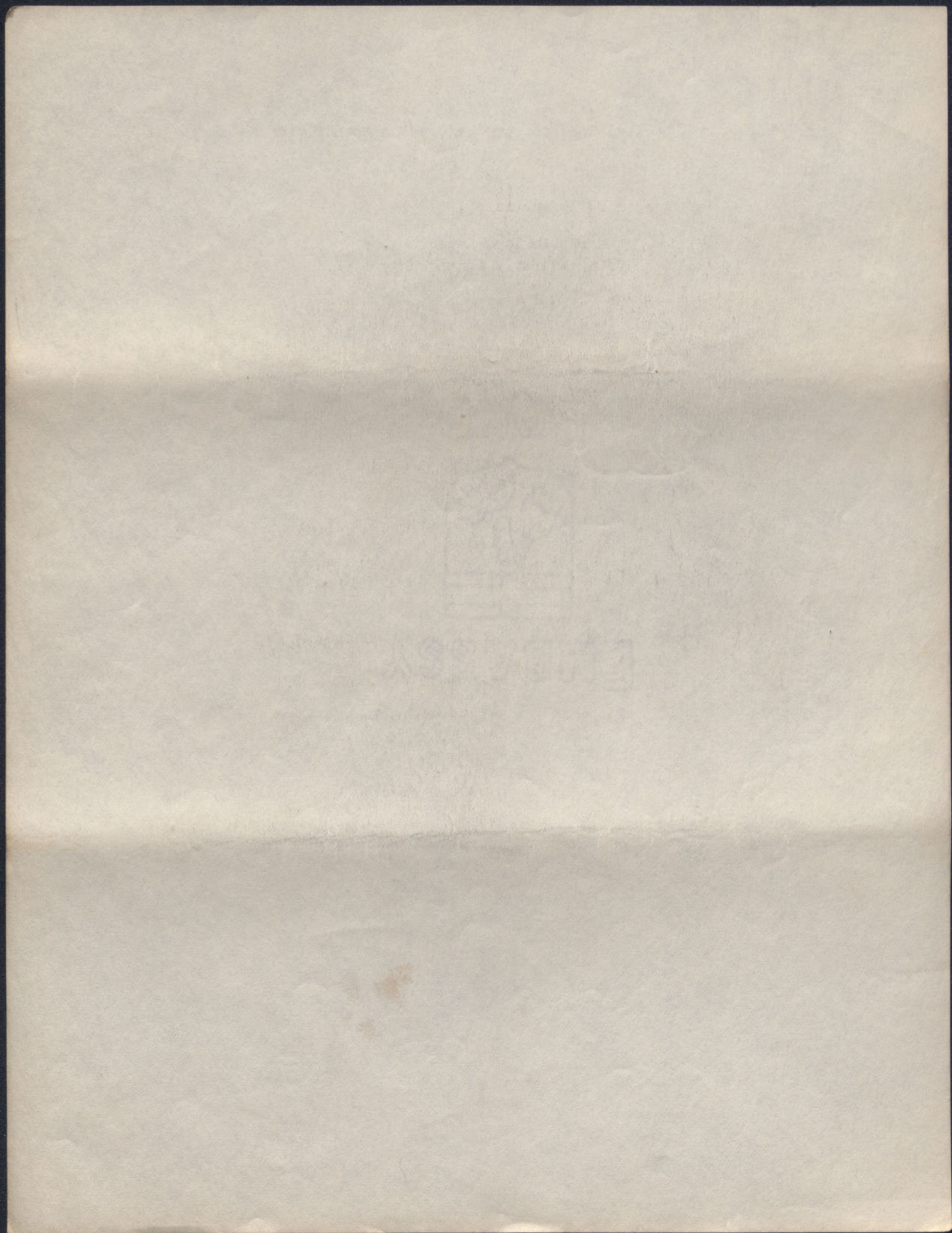
It was decided that the Administrative Committee investigate the matter of the lunch-room bill of fare bulletin.



Ther being no other business to come before the council it was moved
that we adjourn,

Respectfully submitted,

Marjorie Fay, Secretary.

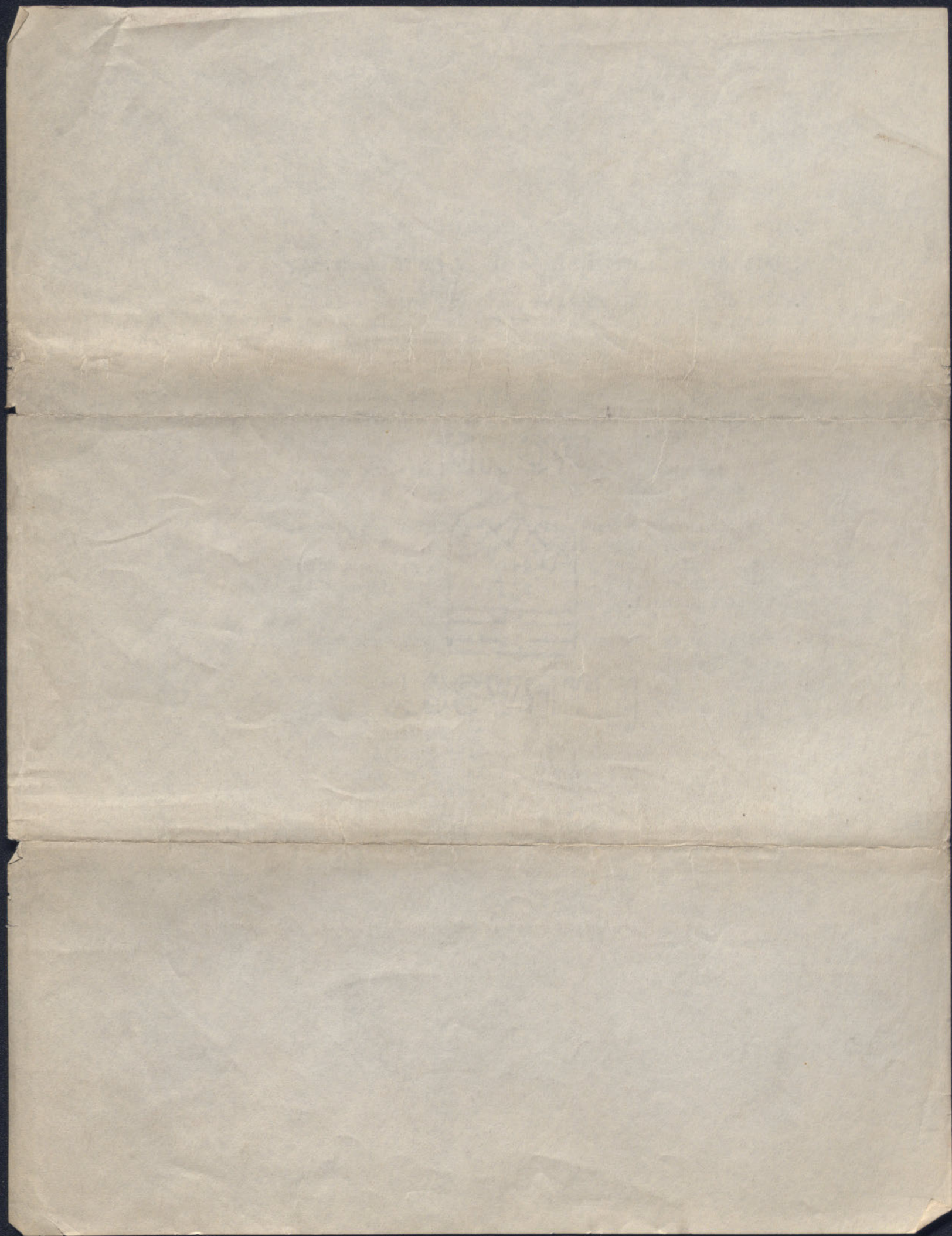


copy.

1. No poster shall exceed the dimensions 12 "X15".
2. All personal notes shall be placed in the racks.
3. All other notices shall be on cards, postal card size, and shall be placed on the large bulletin board.
 - a) No notices concerning lost and found articles or rooms for rent shall be posted in Lexington.
4. The space on the north side of the hall outside the League room shall be reserved for the exclusive use of the League.
5. Each organization is requested to remove its posters or notices immediately after the event.
6. The piano may be used during the following periods:-
10:15-10:45; 12:45-1:30; after 4:30.
For additional use permission must be obtained from the Administrative Committee of the Woman's Administrative Council.
7. There are waste-baskets in the hall for waste materials.

Administration Committee:-

Alma Parmele, chairman.
Edith Smith
Nina O'Neill
Ruth Wiesinger
Treva Mathews
Phyllis Fay
Miss Dudley, Faculty Advisor.



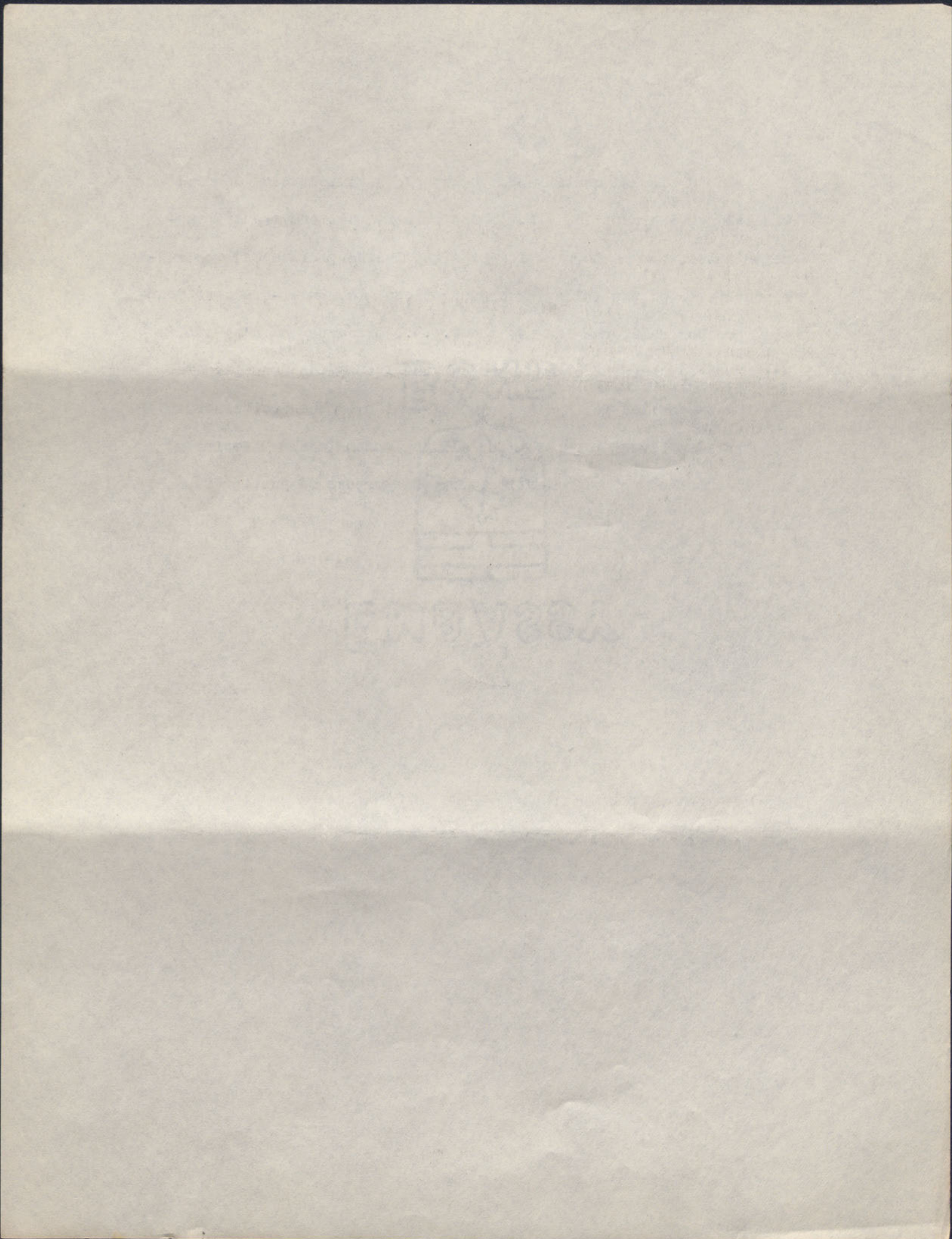
A meeting of the Woman's Administrative Council was held on Monday, January 4, 1915, at four o'clock. Those present were two faculty representatives, one member at large, five University aides, and the representatives of the following organizations, Foster Hall, Green Hall, Kelly Hall, W.A.A., Spekman House and Inter-Club Council. The resignation of Miss Emma Low as secretary and as member of the Council, because of inability to attend meetings, was accepted. Miss Esther Birch was received in Miss Low's place as the representative of Spelman House. Miss Edith Smith was elected as secretary.

The report of the Administration Committee was given. This report advised that the size of posters and notices be limited, that regulations concerning the use of the hall walls, piano and waste-baskets of Lexington be drawn up and posted. Notices about rooms for rent and all outside trade are to be taken down. It was decided to appoint one member of the Administration Committee as censor of the notices and posters in Lexington.

The report of the Calendar Committee was given. Each organization had been written to and asked to send in their dates for the quarter. A calendar had been made for the quarter on which all dates had been written. It was decided that there were no conflicts.

It was moved that the Council meet here after at 4:30. The motion was carried. The Council then adjourned to meet at 4:30 on Monday, February 1.

A special meeting of the Woman's Administrative Council was held on February 15, 1915. Those present were one faculty representative, two members at large, six University Aides and the representatives of the following organizations, the Under-Graduate Council, Beecher Hall, the League, the W.A.A., Graduate Woman's Club, Neighborhood Clubs, Spelman House and the Inter-Club Council. The meeting was called for a discussion of a plan of the Social Needs Committee to have a reception for all the women in the University not a member of any organization, for the purpose of getting them interested in some club.



The regular meeting of the Woman's Administrative Council was held on March 1, 1915. On faculty representative, one member at large, two University Aides, and the representatives of the following organizations, Beecher Hall, Greenwood Hall, Green Hall, Spelman House, Woman's Glee Club, Inter-Club Council, and the Divinity Woman's Club were present. Miss Covert's resignation as chairman of Membership Committee was accepted and Miss Goodenough elected to the vacant position. A report of the Committee on Membership was read. The Woman's Chess Club contains only three members and is not to be further considered. A report of the rally was given. Only about 17 of the 250 invited came. We feel that at least of these seventeen we accomplished something. We discussed the question of advising students as to studies to take. It was suggested that we have a general committee on student needs to consult with the Deans concerning means of helping such selection. A motion that the Council reorganize spring quarter was passed. Motion that the old Council should retire the first Monday in May, was passed. Motion that each organization be asked to appoint members for next year was passed. Motion that each organization should designate person to fill vacancy in case its representative does not return to college in the Fall of 1915. It was suggested that the Calendar Committee scatter the big dates through the quarter. Motion for adjournment until April 5th was passed.

Respectfully submitted,

Edith Smith, Secretary.

THE [illegible] OF [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]

[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]

[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]

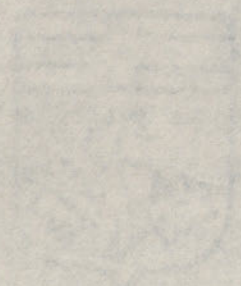
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]
[illegible] [illegible] [illegible] [illegible]

At the regular meeting of the Woman's Administrative Council of April 5th, 1915, those present were one faculty representative, three members at large, five University Aides, and the representatives of the following organizations, Foster, Greenwood, Kelly, Graduate Woman's Club, Neighborhood Clubs, Spelman House, Woman's Glee Club, and Divinity Woman's Club. In discussing the representative of each organization for the coming year it was decided that each organization should be urged to send its president, because in the judgement of the Council it is preferable to have the president of each organization on the Council. At a special meeting to be held April 19, the Council will elect the members at large from the persons nominated by the Membership Committee. The Social Committee asked for dates. Motion was made that recommendations be made to the new Council to have Social Rally early in Fall Quarter in Mandel and that a representative of each organization talk about her own organization. A report was made of the plans for the laying of the Corner Stone of Ida Noyes Hall. Miss Biggins was elected to speak at the luncheon after the laying of the cornerstone. The meeting adjourned to meet April 19.

Respectfully submitted,

Edith Smith, Secretary.

EMBASSY



BOARD

At a special meeting, April 19, Miss Alma Parmele, Miss Eva Richolson and Miss Mary Prince were elected Members-at-large of the Administrative Council. The persons present at the meeting were three faculty representatives, three members at large, four University Aides and the representatives of the following organizations, Undergraduate Council, Beecher Hall, Foster Hall, The Neighborhood Clubs, Women's Glee Club and Inter-Club Council. The meeting adjourned.

EMERSON



1861

Committees.

Membership.

Margaret Hancock, chairman.
Elizabeth Nichol.
Ruth Sandberg.
Ethel Mott.
Mary Allen.
Ruth Prosser.

Calendar.

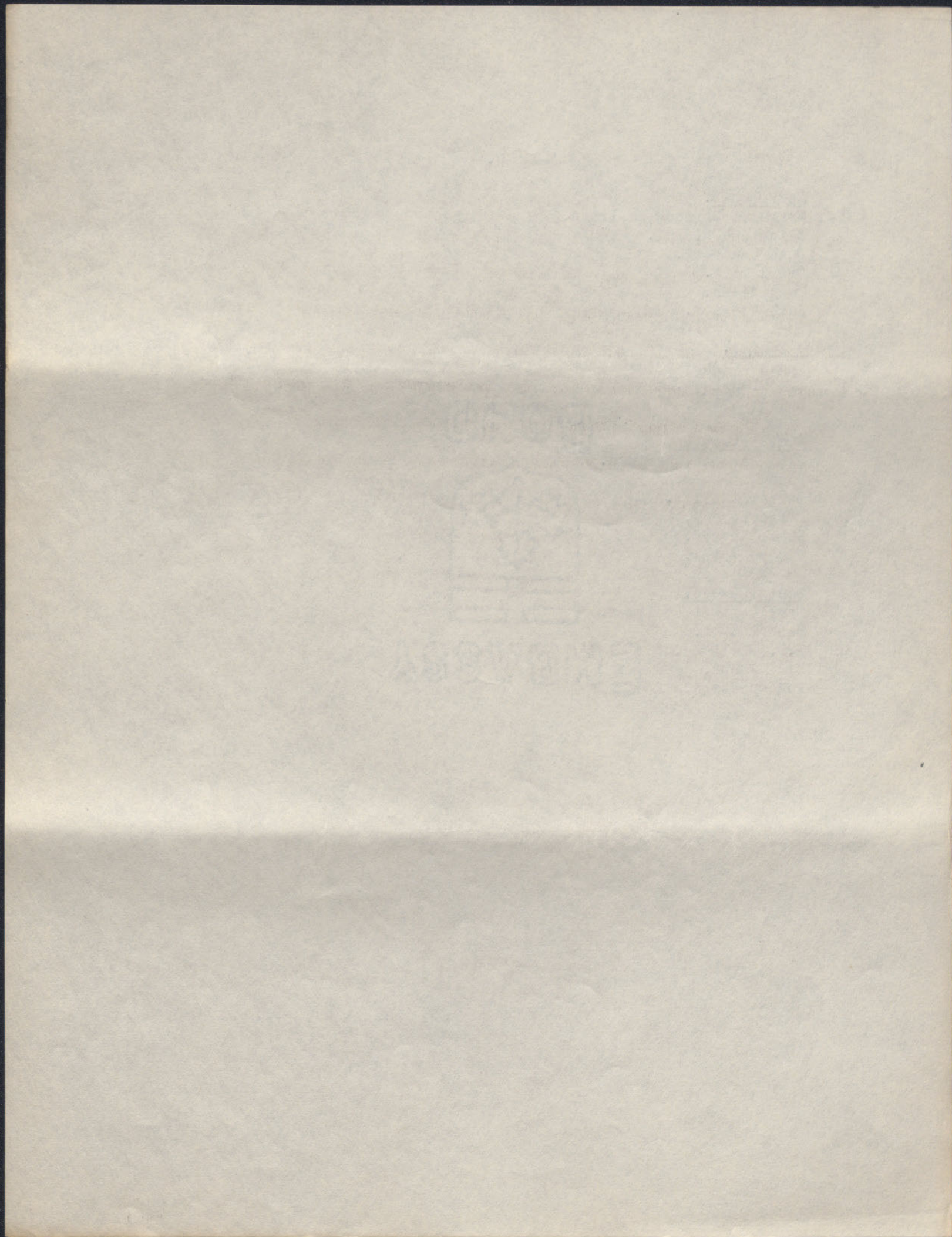
Agnes Sharp, chairman.
Eva Richolson.
Laura Walter.

Administration.

Alma Parmele, chairman.
Ruth Manierre.
Barbara Miller.
Marjorie Fay.
Regis Lavery.
Claire Votaw.

Social Needs.

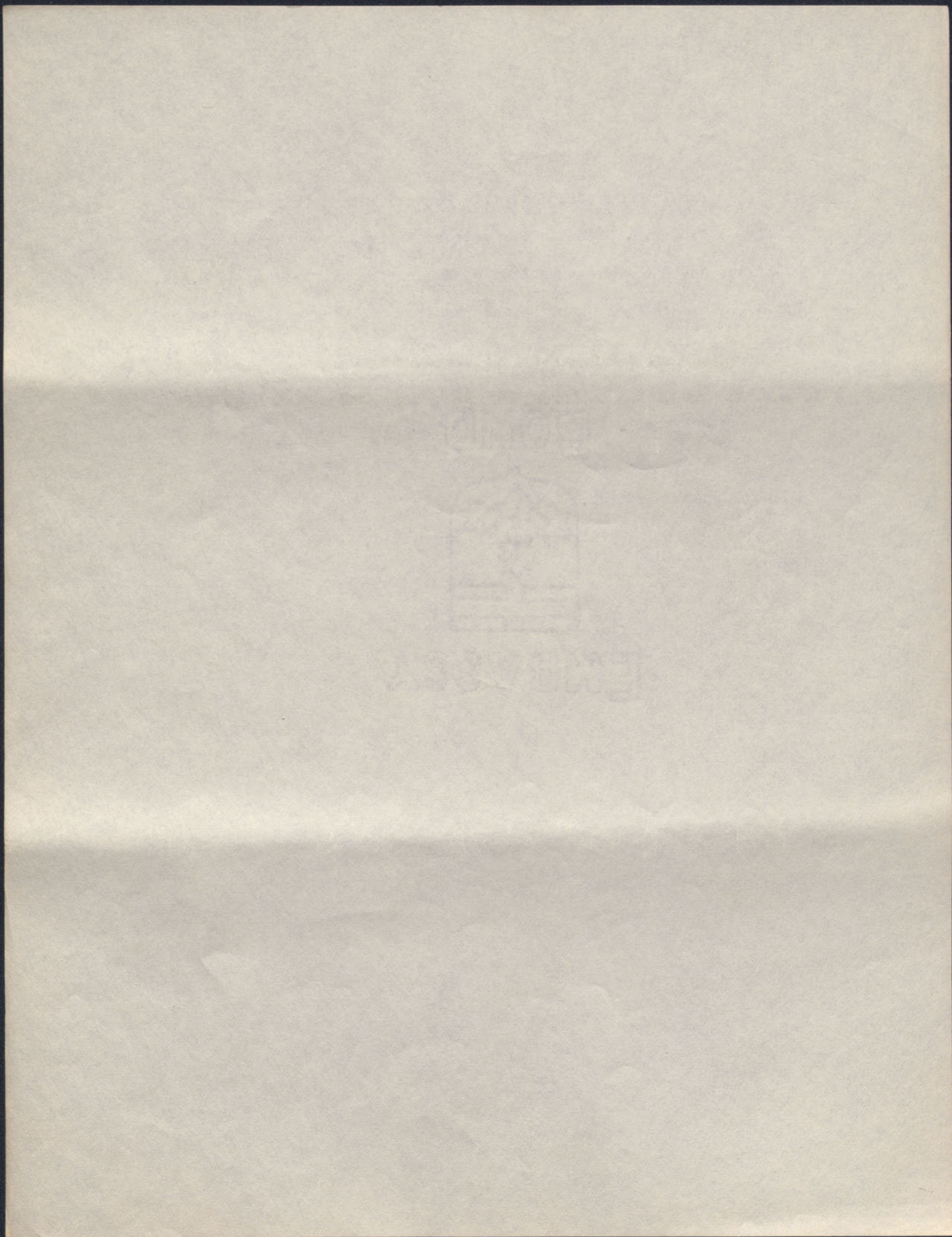
Pauline Levi, chairman.
Miss Talbot.
L.C. Williams.
Elsi Johns.
Ione Bostaph.



The Woman's Administrative Council met on the first Monday in May at 4:30 P.M. Two faculty representatives, the three members at-large, and the representatives of Beecher, Green, Greenwood, W.A.A. Y.W.C.L. Women's Glee Club, Neighborhood Clubs, Masquers, Harpischord, Inter-Club Council, Graduate Club, and Undergraduate Council were present. It was decided to postpone the reorganization meeting until after the University Aides were announced. The social rally in the fall was discussed. The Council adjourned, to meet on Monday, 7, at 4:30 for reorganization.

Respectfully submitted,

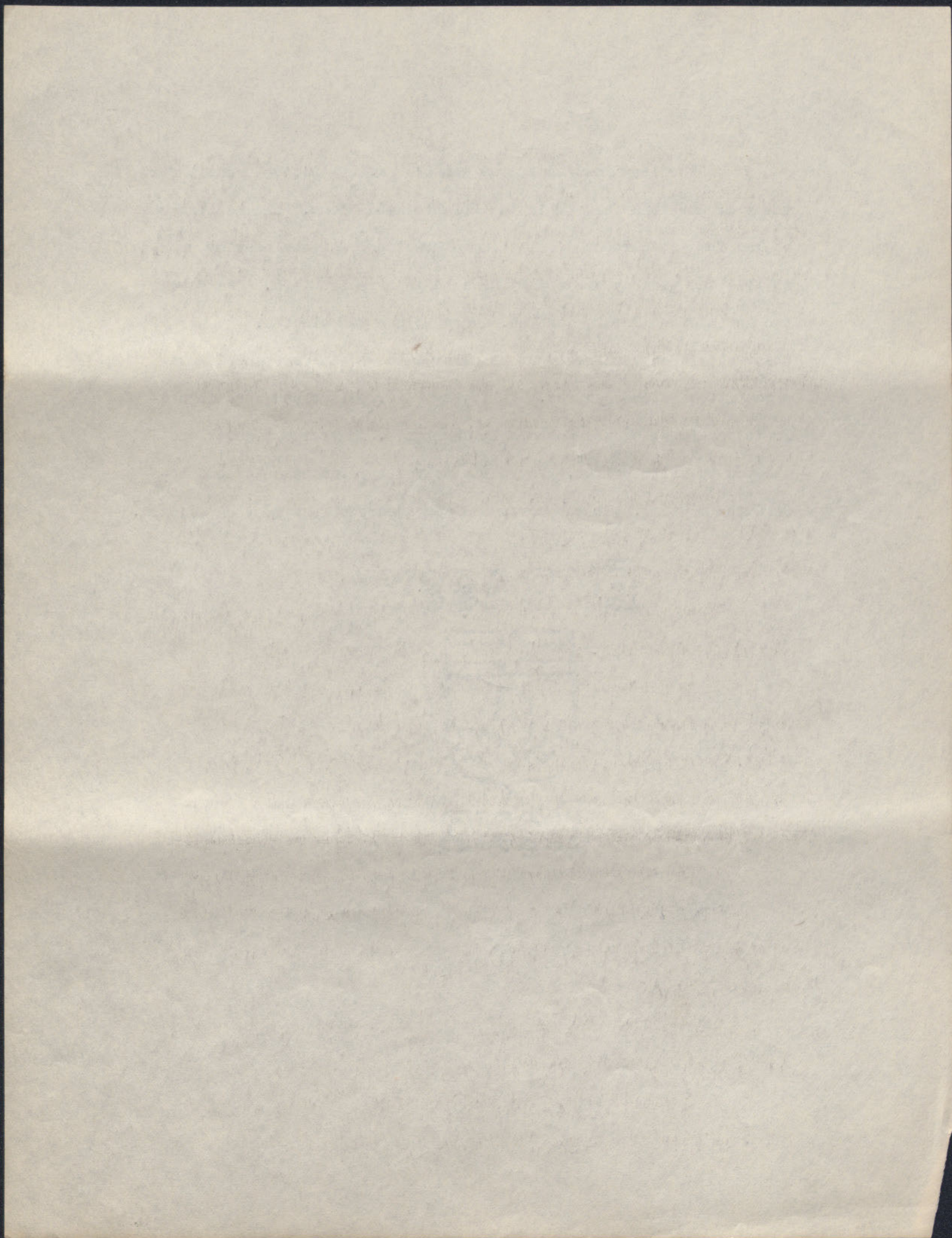
Edith Smith, Secretary.



The last meeting of the Woman's Administrative Council for the year was held June 11 in the Neighborhood Rooms. The meeting was called for the purpose of electing a President for the ensuing year, to fill the vacancy created by Miss Dodge's resignation. There were two nominations for the office. Mary Prince was elected. It was then voted that the President be allowed to retain her position on a committee if she desires. Following this, nominations were in order for chairman of the Membership Committee. Margaret Hancock was elected by white ballot. There was no further business to come before the meeting. It was moved and seconded that the meeting adjourn.

Marjorie Fay,

Secretary.



A meeting of the Woman's Administrative Council was held on Monday, February 1, 1915 at 4:00 o'clock in Spelman House. Those present were one faculty representative, four University Aides, and the representatives of the following organizations, Beecher Hall, Foster Hall, Green Hall, W.A.A., Graduate Women's Club, Neighborhood Clubs, Inter-Club Council. Miss Jennette Jacobs and Miss Dorothy Edwards were unanimously elected members at large of the Council. Miss Biggins announced that Miss Talbot had offered to finance the Council and that the Executive Committee on behalf of the Council had accepted the offer.

Miss Parmele of the Administration Committee reported that the committee had drawn up resolutions concerning the use of Lexington Hall, and that a copy was to be sent to each organization, a copy posted on the Lexington bulletin board and one put in the Maroon. It was announced that the list of organizations to which women are admitted had been posted by the Social Needs Committee. Miss Dudley suggested that the council should think about bulletin boards in Ida Noyes Hall. What kind should they be? Where should they be placed?

A special meeting of the Woman's Administrative Council was held on February 15, 1915. Those present were one faculty representative, two members at large, six University Aides and the representatives of the following organizations, the Under-Graduate Council, Beecher Hall, the League, the W.A.A., Graduate Woman's Club, Neighborhood Clubs, Spelman House and the Inter-Club Council. The meeting was called for a discussion of a plan of the Social Needs Committee to have a reception for all the women in the University not a member of any organization, for the purpose of getting them interested in some club.

3012



16-8523A

The regular meeting of the Woman's Administrative Council was held on March 1, 1915. On faculty representative, one member at large, two University Aides, and the representatives of the following organizations, Beecher Hall, Greenwood Hall, Green Hall, Spelman House, Woman's Glee Club, Inter-Club Council, and the Divinity Woman's Club were present. Miss Covert's resignation as chairman of Membership Committee was accepted and Miss Goodenough elected to the vacant position. A report of the Committee on Membership was read. The Woman's Chess Club contains only three members and is not to be further considered. A report of the rally was given. Only about 17 of the 250 invited came. We feel that at least of these seventeen we accomplished something. We discussed the question of advising students as to studies to take. It was suggested that we have a general committee on student needs to consult with the Deans concerning means of helping such selection. A motion that the Council reorganize spring quarter was passed. Motion that the old Council should retire the first Monday in May, was passed. Motion that each organization be asked to appoint members for next year was passed. Motion that each organization should designate person to fill vacancy in case its representative does not return to college in the Fall of 1915. It was suggested that the Calendar Committee scatter the big dates through the quarter. Motion for adjournment until April 5th was passed.

Respectfully submitted,

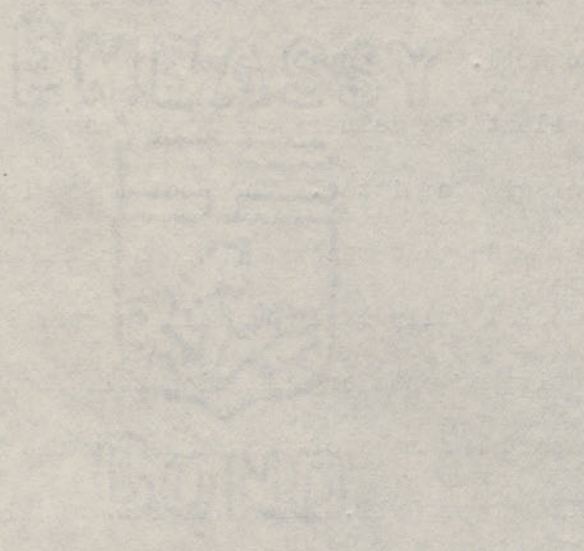
Edith Smith, Secretary.

At the regular meeting of the Woman's Administrative Council of April 5th, 1915, those present were one faculty representative, three members at large, five University Aides, and the representatives of the following organizations, Foster, Greenwood, Kelly, Graduate Woman's Club, Neighborhood Clubs, Spelman House, Woman's Glee Club, and Divinity Woman's Club. In discussing the representative of each organization for the coming year it was decided that each organization should be urged to send its president, because in the judgement of the Council it is preferable to have the president of each organization on the Council. At a special meeting to be held April 19, the Council will elect the members at large from the persons nominated by the Membership Committee. The Social Committee asked for dates. Motion was made that recommendations be made to the new Council to have Social Rally early in Fall Quarter in Mandel and that a representative of each organization talk about her own organization. A report was made of the plans for the laying of the Corner Stone of Ida Noyes Hall. Miss Biggins was elected to speak at the luncheon after the laying of the cornerstone. The meeting adjourned to meet April 19.

Respectfully submitted,

Edith Smith, Secretary.

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY
530 SOUTH EAST ASIAN AVENUE
CHICAGO, ILLINOIS 60607
TEL. 773-936-5000
FAX 773-936-5001
WWW.CHEM.UCHICAGO.EDU



At a special meeting, April 19, Miss Alma Parmele, Miss Eva Richolson and Miss Mary Prince were elected Members-at-large of the Administrative Council. The persons present at the meeting were three faculty representatives, three members at large, four University Aides and the representatives of the following organizations, Undergraduate Council, Beecher Hall, Foster Hall, The Neighborhood Clubs, Women's Glee Club and Inter-Club Council. The meeting adjourned.

EMBASSY



1912

Committees.

Membership.

Margaret Hancock, chairman.
Elizabeth Nichol.
Ruth Sandberg.
Ethel Mott.
Mary Allen.
Ruth Prosser.

Calendar.

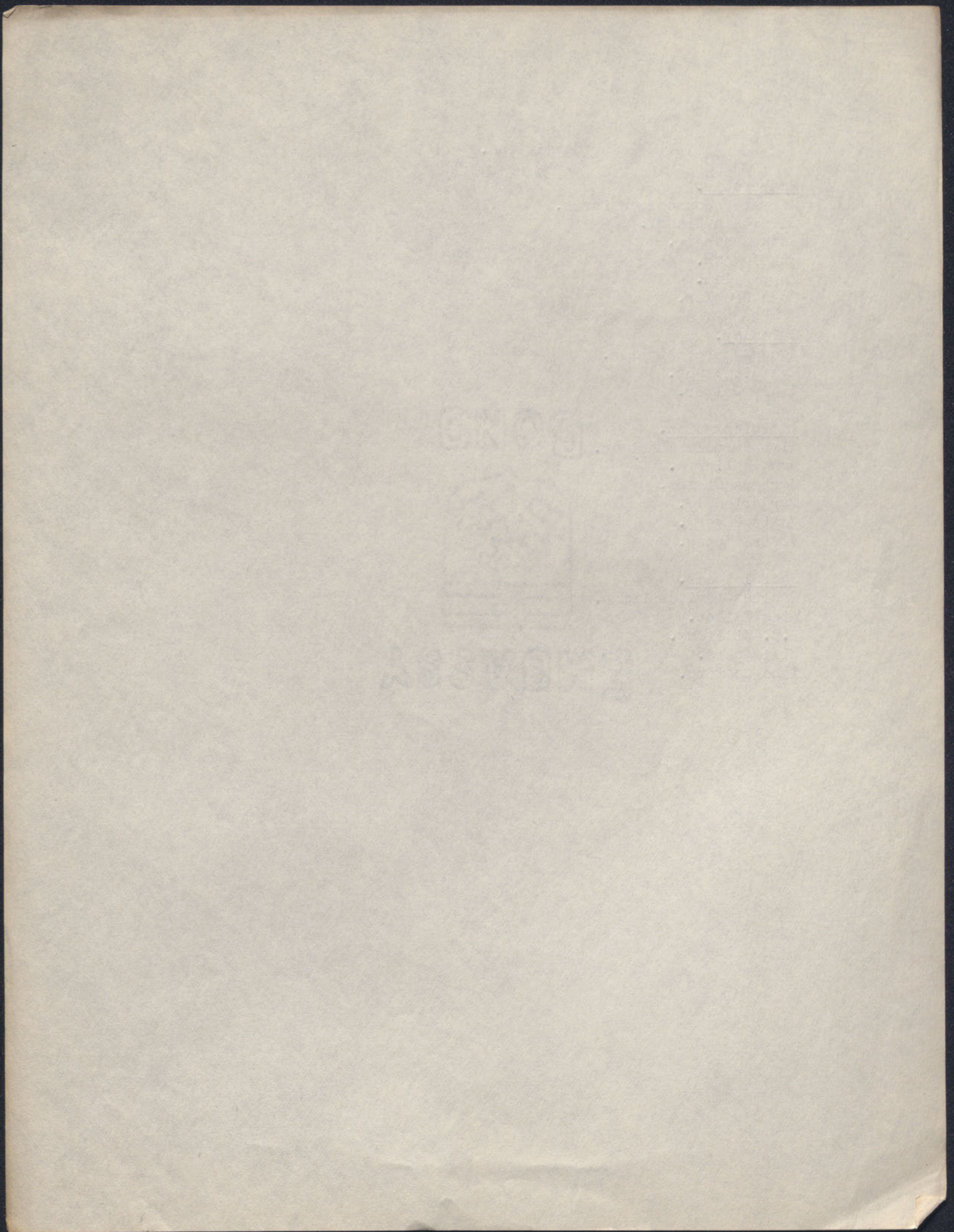
Agnes Sharp, chairman.
Eva Richolson.
Laura Walter.

Administration.

Alma Parmele, chairman.
Ruth Manierre.
Barbara Miller.
Marjorie Fay.
Regis Lavery.
Claire Votaw.

Social Needs.

Pauline Levi, chairman.
Miss Talbot.
L.C. Williams.
Elsi Johns.
Ione Bostaph.

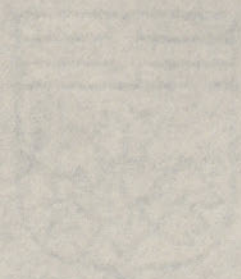


The Women's Administrative Council met on the first Monday in May at 4:30 P.M. Two faculty representatives, the three members at-large, and the representatives of Beecher, Green, Greenwood, W.A.A. Y.W.C.L. Women's Glee Club, Neighborhood Clubs, Masquers, Harpischord, Inter-Club Council, Graduate Club, and Undergraduate Council were present. It was decided to postpone the reorganization meeting until after the University Aides were announced. The social rally in the fall was discussed. The Council adjourned, to meet on Monday, 7, at 4:30 for reorganization.

Respectfully submitted,

Edith Smith, Secretary.

EMERSON



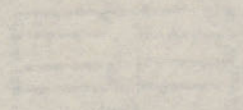
EMERSON

The last meeting of the Woman's Administrative Council for the year was held June II in the Neighborhood Rooms. The meeting was called for the purpose of electing a President for the ensuing year, to fill the vacancy created by Miss Dodge's resignation. There were two nominations for the office. Mary Prince was elected. It was then voted that the President be allowed to retain her position on a committee if she desires. Following this, nominations were in order for chairman of the Membership Committee. Margaret Hancock was elected by white ballot. There was no further business to come before the meeting. It was moved and seconded that the meeting adjourn.

Marjorie Fay,

Secretary.

1883



1883

The Woman's Administrative Council met Oct, II, 1915, at 3:00 P.M. in Harper Memorial Library, room 12. The meeting was called to order by the President, the roll called, and the minutes read and approved. A regular day was appointed for the business meetings which is to be the second Wednesday of the month at 4:30 P.M. Plans for Ida Noyes Hall were explained by Miss Talbot. Discussion followed concerning the Council's place in the University, and its function with regard to the administration of the new building for women. The President reported on the last Executive Committee Meeting.

Suggestions were then made for members to fill those vacancies among the three members at large who represented that department last year. The nominations to be voted on later.

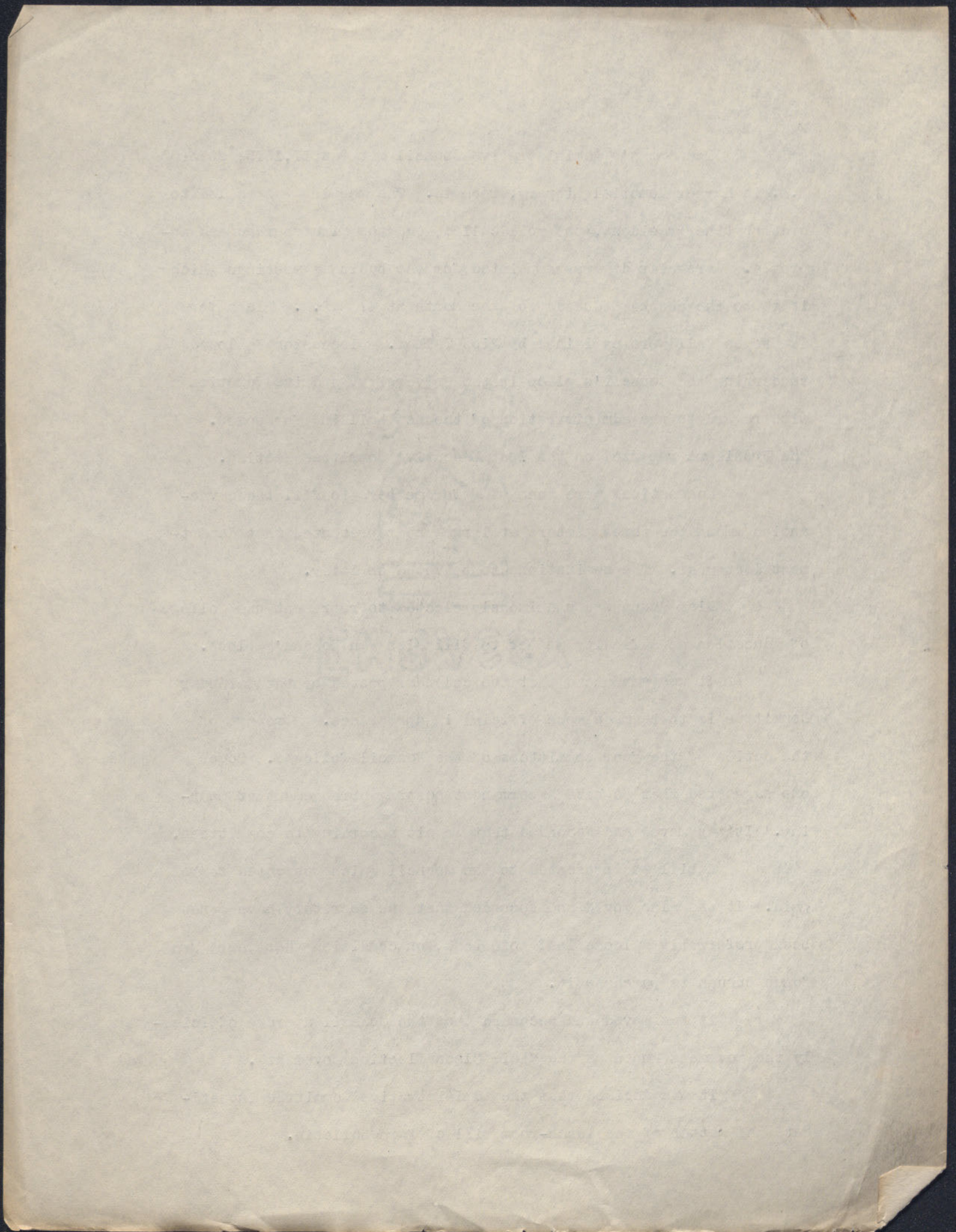
Miss Hanna was unanimously elected to represent the College of Education as a faculty member to fill Miss Van Hoeson's place.

It was announced that the calendar posted by the Calendar Committee is to be made more official in appearance. A report of the duties of the four committees of the Council followed. Some one suggested that we have a permanent seating arrangement at meeting. It was moved and seconded that we sit according to committees.

A bill was presented to the Council which was voted to be paid. It was also moved and seconded that the secretary have a new book preferably a loose leaf note book, on condition that there are funds enough to purchase it.

It was moved and seconded that the Council approve officially the movement known as the "Fair Class Election Movement".

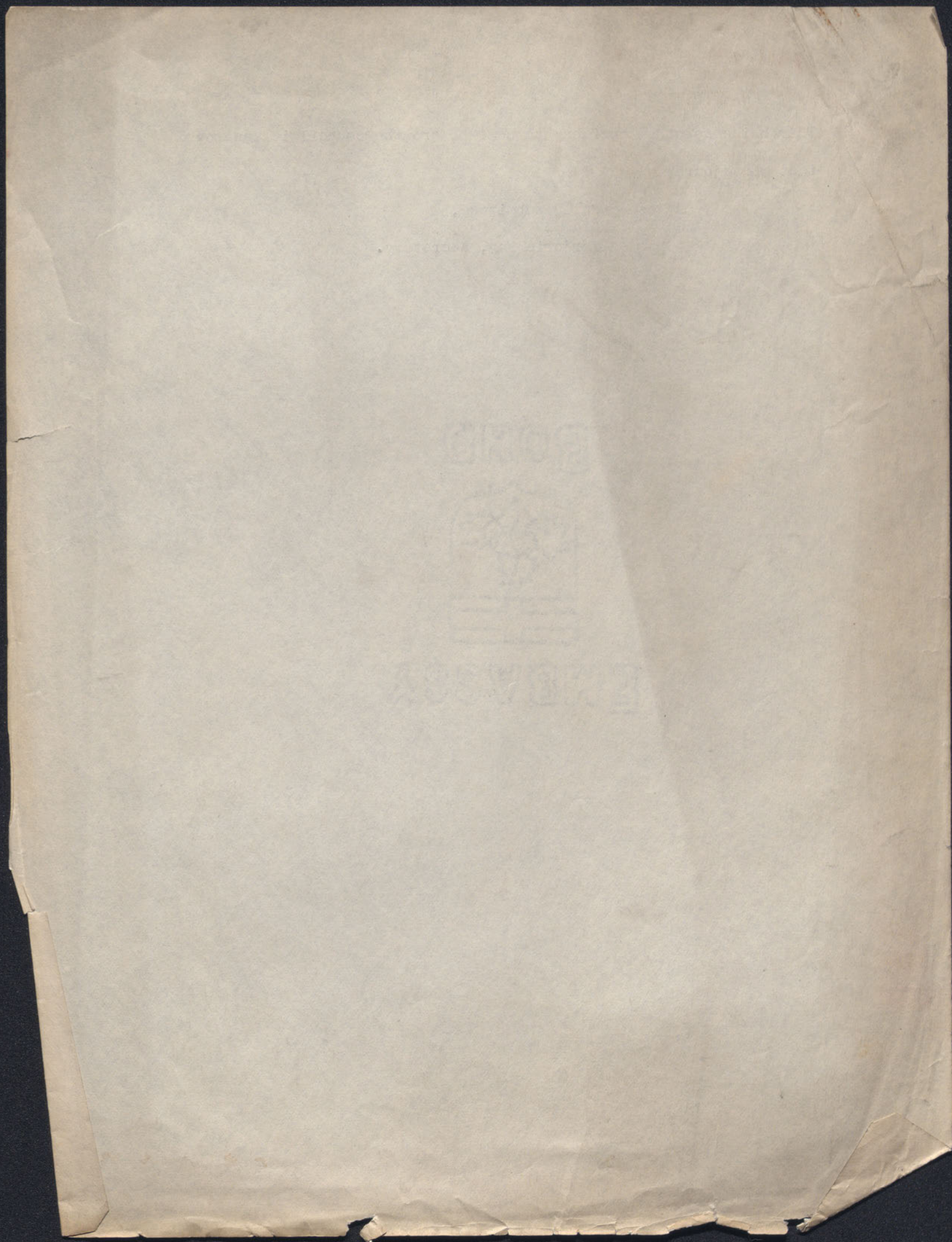
It was decided that the Administrative Committee investigate the matter of the lunch-room bill of fare bulletin.



Therebeing no other business to come before the council it was moved
that we adjourn,

Respectfully submitted,

Marjorie Fay, Secretary.



Copy of Minutes

Meeting of Executive Committee, Oct 1, 1914.

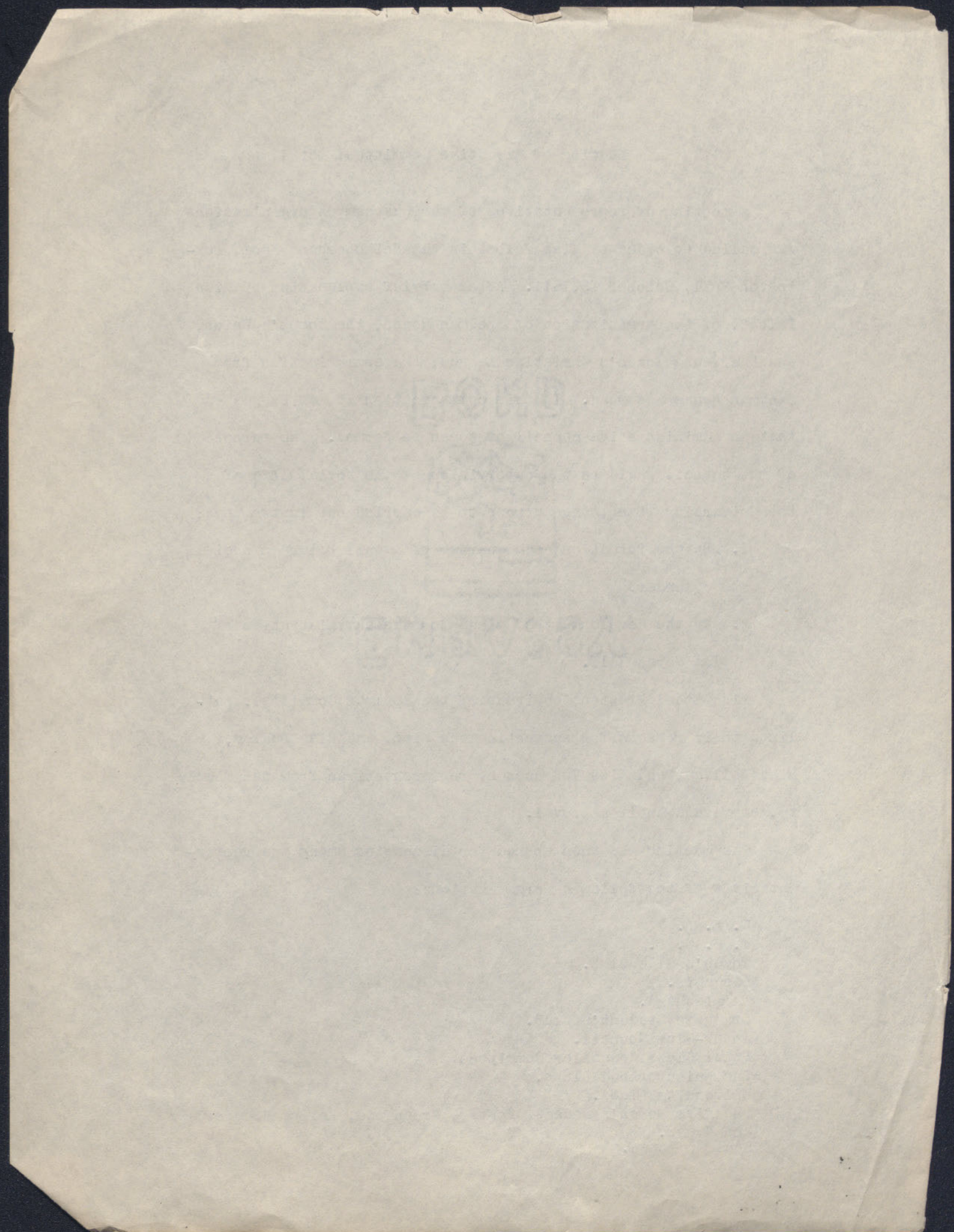
A meeting of representatives of various campus organizations was called to order by Miss Talbot in the Neighborhood Room, Lexington Hall, October 15, 1914. After a brief explanation by Miss Talbot, of the organization of Spelman House, the Women's Union, and the Young Women's Christian League, the communication from Spelman House was read. In this communication it was suggested that an administrative council of women be formed. The purpose of the council would be the supervision of the social life of the University women, the purpose to be carried out in two ways:

1. By the formation each quarter of a well balanced social calendar.
2. By the development of plans for the administration of Ida Noyes Hall.

Miss Ethel Preston, chairman of the Spelman Committee, outlined their reasons for suggesting the plan, and Miss Dudley, Miss Wallace, and Miss Van Hoesen, representatives from the faculty, expressed their approval.

The meeting was then opened for discussion among the representatives of the following organizations:

W. A. A.
Y. W. C. L.
Women's Glee Club.
Masquers.
Harpischord.
Graduate Student's Club.
Inter-Club Council.
Upper Class Counselor Committee.
The Neighborhood Clubs.
University Aides.
The five women's Houses, Foster, Greenwood, Kelly, Beecher, and Green.
Spelman House.



It was then moved and seconded that the sentiment of the meeting was one of approval. Carried.

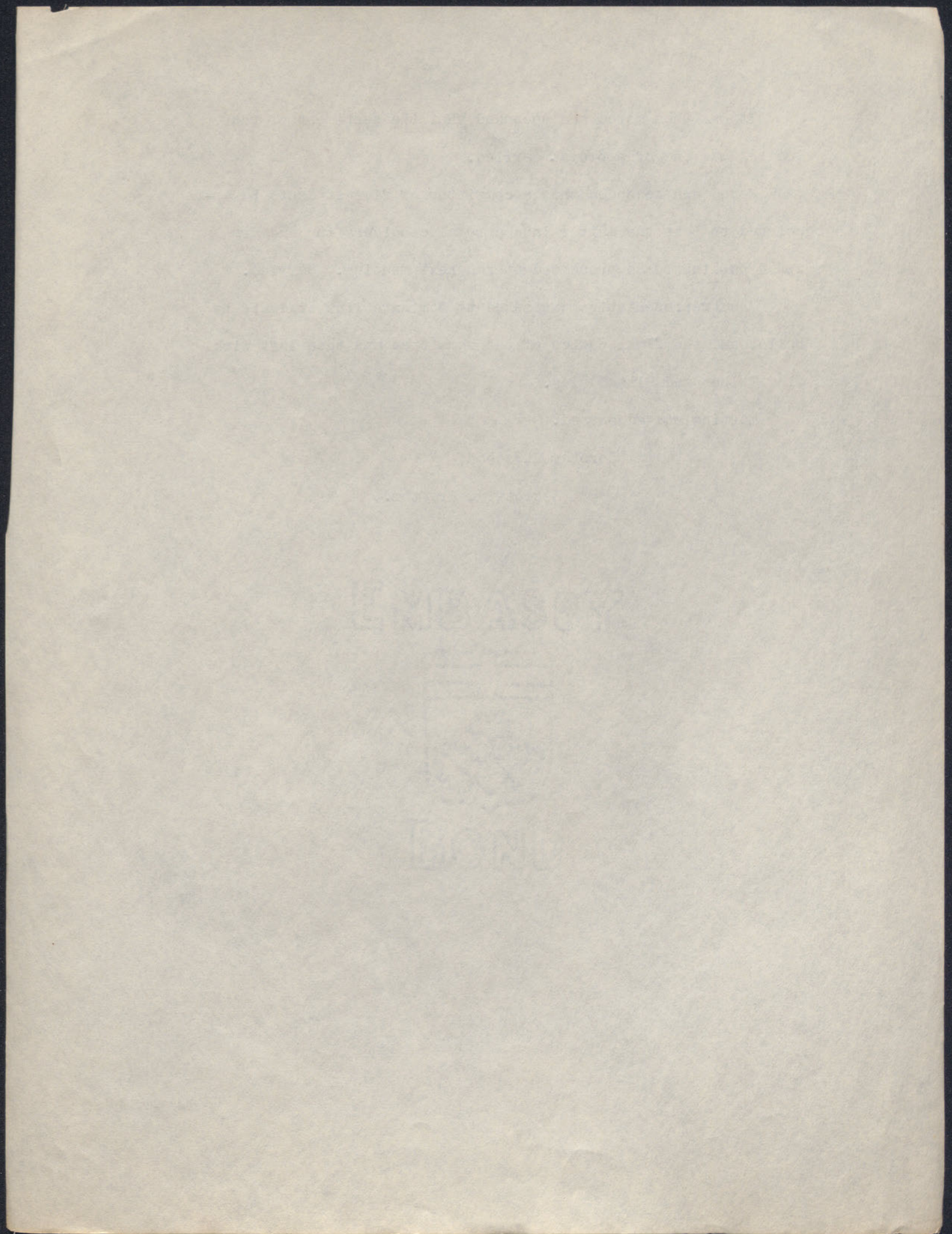
Moved and seconded that a committee of five students be appointed to take the matter into careful consideration and draw up an outline to be presented at the next meeting. Carried.

Each representative was asked to nominate five students by ballot and the final choice of the Committee was then left with Miss Talbot and Miss Dudley.

Meeting was adjourned.

Dorothy Strachan,

Secretary, Pro tem.

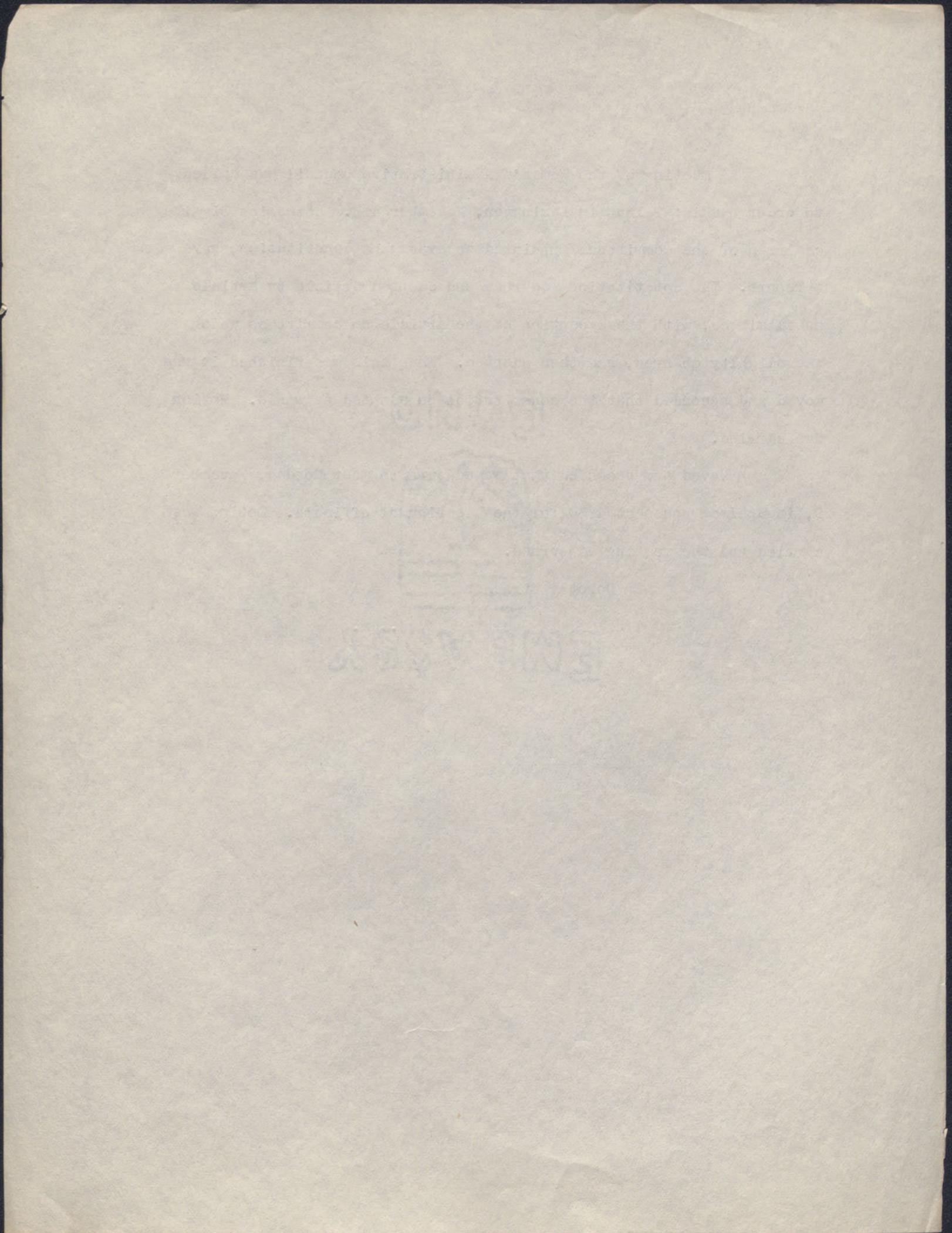


A meeting of the Women's Administrative Council was called to order by Miss Talbot in Lexington, November 4th. Katherine Biggins chairman of the committee, appointed to draw up a constitution, gave a report. The constitution was read and adopted article by article as submitted, with the exception of the article on committees which was slightly changed, and then adopted. When this was finished it was moved and seconded that the constitution be adopted as whole. Motion was carried.

Moved and seconded that we adjourn to meet Monday, November 9, in Spelman House at 4:30 for the election of officers. Motion was carried and the meeting adjourned.

Dorothy Strachan,

Secretary, pro.tem.



A meeting of the Woman's Administrative Council was called to order by Miss Talbot in Spelman House, November 9th at 4:30. The duties which each officer would have were discussed first, and this was followed by the election of officers.

The ballot for President resulted in a large majority for Katherine Biggins. It was moved and seconded that the secretary cast a unanimous ballot for Miss Biggins. Carried.

As a result of the next ballot there were three candidates for secretary:- Miss Bradley, Miss Parmele, and Miss Low. Upon a second ballot Miss Low and Miss Parmele were the highest but neither had a majority of votes. Upon a third ballot Miss Low was elected secretary.

The following women were nominated for the executive committee;

Grace Hotchkiss.
Marie Goodenough.
Alma Parmele.
Katherine Covert.
Dorothy Strachan.
Nina O'Neill.
Julia Dodge.

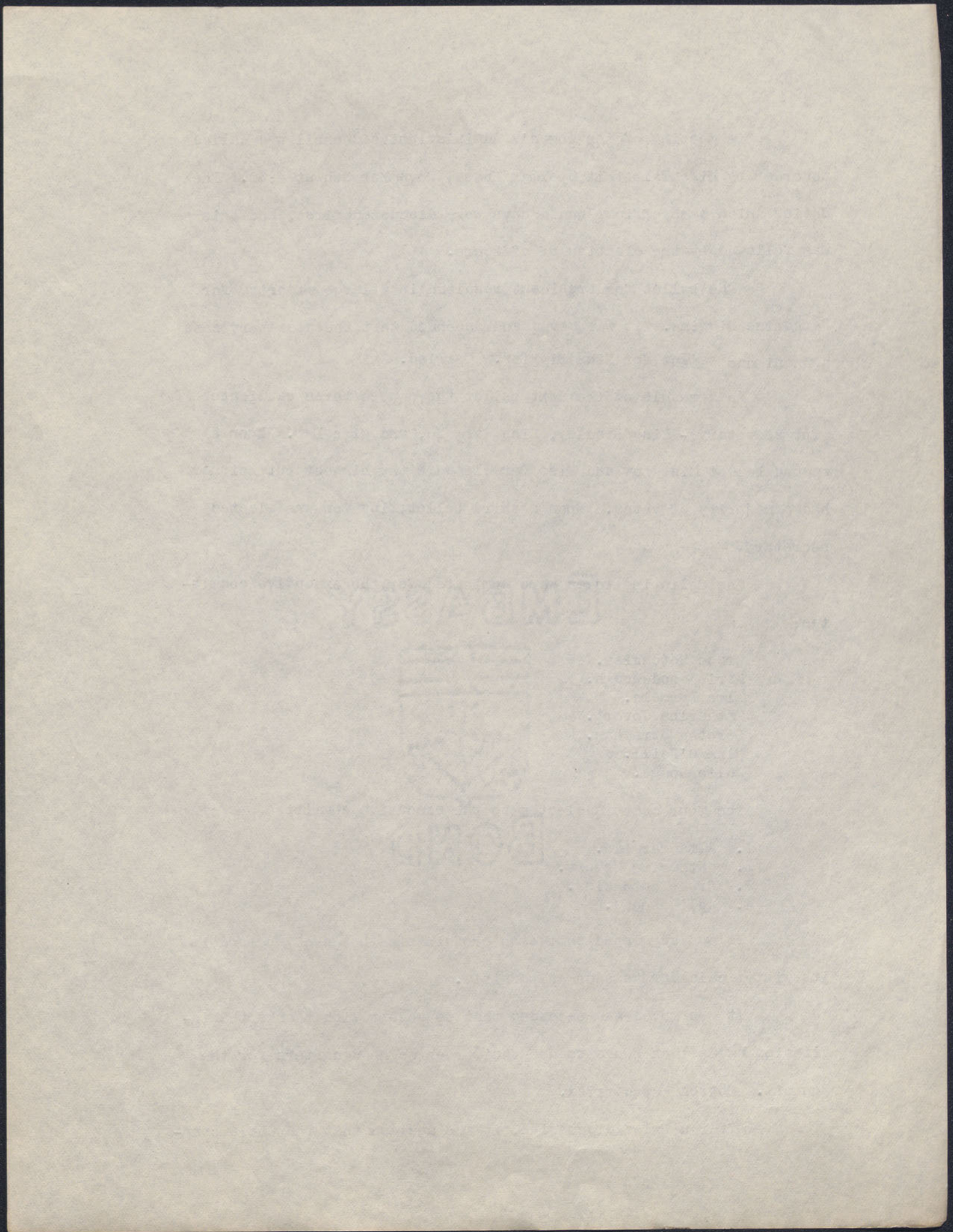
The four members elected to the executive committee were;

1. Alma Parmele.
2. Katherine Covert.
3. Grace Hotchkiss.
4. Julia Dodge.

It was suggested that each organization be asked to send in its winter calendar as soon as possible.

It was moved and seconded that we accept with thanks the invitation of Spelman House to use their room as headquarters for the Council. Motion was carried.

After a brief discussion, it was decided that the whole coun-



cil should meet on the first Monday of each month at 4:00 o'clock, while the executive committee would meet as often as they deemed necessary.

It was moved and seconded that the social census cards be placed at the disposal of the council. Carried.

It was moved and seconded that the following committees be established;

1. Calendar
2. Membership
3. Social needs
4. Administration of Ida Noyes Hall. Motion was carried.

The following members of the council signified their committee preference as indicated;

Edith Smith.....	Social Needs.
Ruth Allen.....	Calendar.
Miss Levi.....	Social Needs.
Mary MacDonald.....	Membership.
Emma Lau.....	"
Phyllis Fay.....	"
Irene Tufts.....	Social Needs.
Caryl Cody.....	"
Mary MacDonald.....	Calendar.
Dorothy Strachan.....	"

Upon motion the council adjourned to meet at 4:00 o'clock on the first Monday of December.

Dorothy Strachan,
Secretary, pro.tem.

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

At the meeting of the Woman's Administrative Council on November 9th, the members of the executive committee were elected and the following committees established.

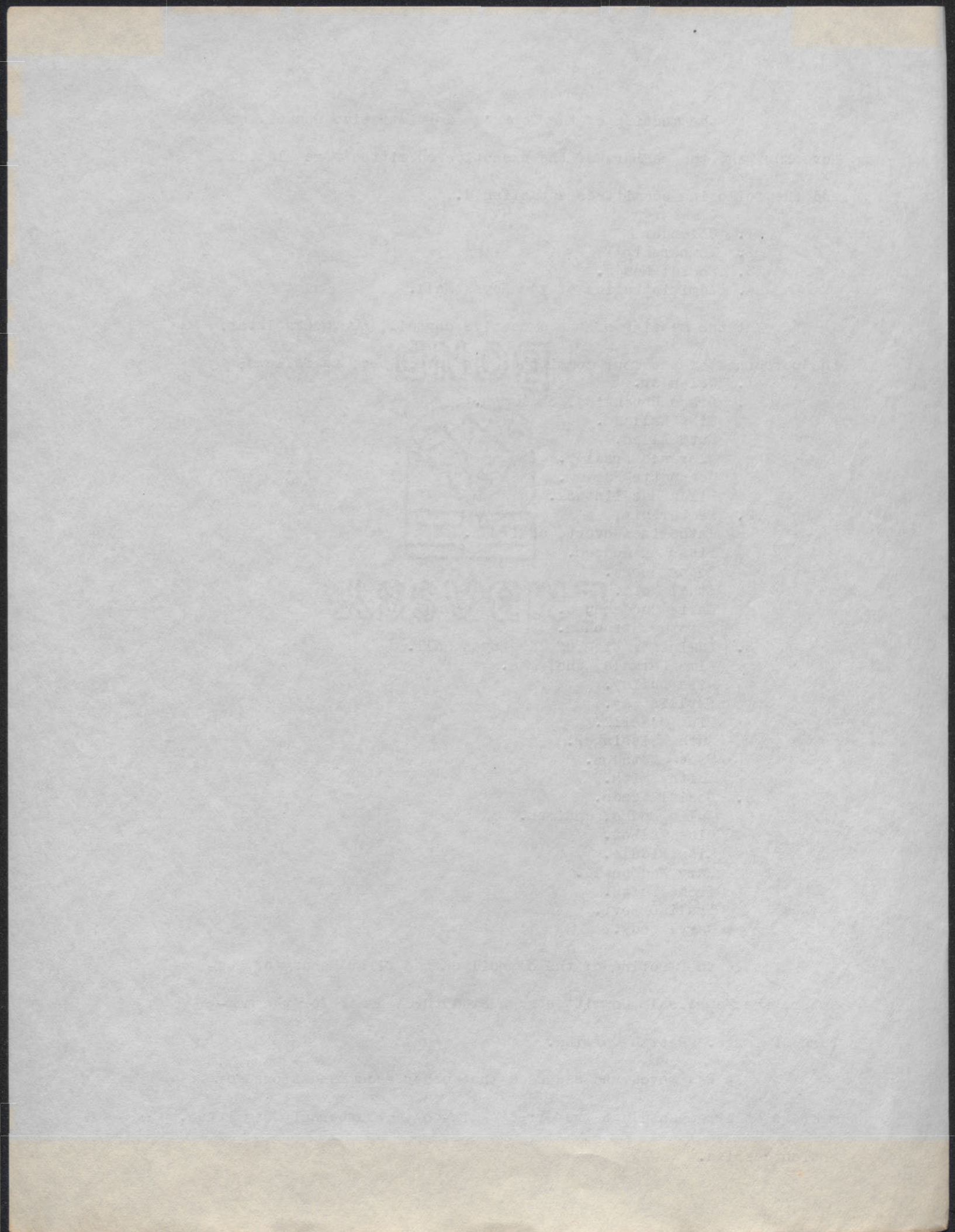
1. Calendar
2. Membership
3. Social Needs.
4. Administration of Ida Noyes Hall.

At the meeting of the executive council, two weeks later, the personnel of the four committees was determined, as follows;

1. Calendar.
 1. Grace Hotchkiss, chairman.
Miss Wallace.
Ruth Allen.
Florence Bradley.
Jeannette Harvey.
Hilda MacClintock.
2. Membership,
 - Katherine Covert, chairman.
Miss Van Hoesen.
Leona Coons.
Ethel Mott.
Marie Goodenough.
Dorothy Strachan.
3. Administration of Ida Noyes Hall.
 - Alma Parmele, chairman.
Miss Dudley.
Phyllis Fay.
Nina O'Neill.
Ruth Weissinger.
Treva Mathews.
Edith Smith.
4. Social Needs.
 - Julia Dodge, chairman.
Miss Talbot.
Miss Riddle.
Mary MacDonald.
Irene Tufts.
Pauline Levi.
Caryl Cody.

At the meeting of the council on the first Monday of December, the Membership Committee suggested three names for the members at large. Motion Carried.

It was moved and seconded that other recommendations for members at large should be referred again to the Membership Committee. Motion carried.



It was moved and seconded that the Women's Club of the Divinity School be represented. Motion carried.

The Social Needs Committee made the suggestion that the Callendar should include dates of all meetings of interest to women, and a statement of information, in regard to purpose and eligibility, about the organizations of the University to which women are eligible.

It was moved and seconded that the President of the Council should consult with the editor of the Maroon in order to secure a reporter who should regularly attend the meetings of the Council and send any reports for publication to the Maroon after each meeting. The motion was carried and the meeting then adjourned to meet Monday, January 4th at 4:00 o'clock.

Respectfully submitted,

Emma Law, Secretary.

BOND



23 YEARS

Original

CONSTITUTION

of the

WOMEN'S ADMINISTRATIVE COUNCIL

of the

UNIVERSITY OF CHICAGO

I.

Name

The name of this organization shall be the Woman's Administrative Council of the University of Chicago.

II.

Purpose

Its purpose shall be the promotion of the social life of the women of the University.

III.

Membership

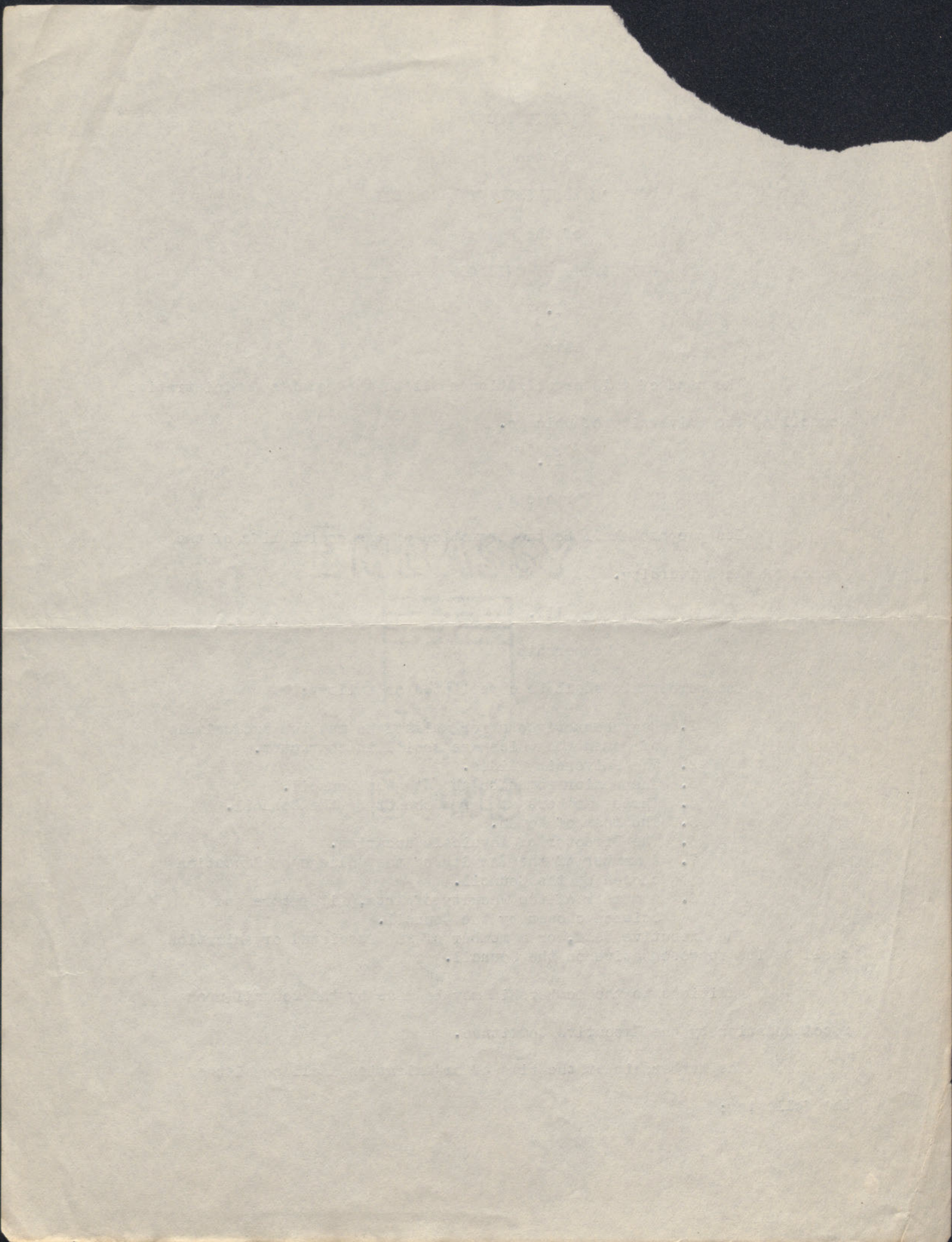
The membership shall be constituted as follows;

1. Representatives of organizations made up exclusively of women and which are social in character.
2. The University Aides.
3. The senior women on the Student Council.
4. Three members at large chosen by the Council.
5. The Dean of Women.
6. The Director of Physical Education.
7. A member of the Faculty of the College of Education chosen by the Council.
8. A member of the Faculty of Arts, Literature and Science chosen by the Council.

The Executive Head, or a member of an associated organization shall be its representative on the Council.

Additions to the membership may be made by the Council upon recommendation by the Executive Committee.

The membership at the time of organization shall consist of the following;



Organization

Marion Talbot
Gertrude Dudley
Gertrude Van Hoesen
Elizabeth Wallace
Julia Dodge
Alma Parmele
Elsie Johns
Agnes Ridell
Dorothy Strachan
Marie Goodenough
Emma Low
Leona Coons
Pauline Levi
Ruth Wiesinger
Ethel Mott
Florence Bradley
Treva Mathews
Ruth Allen
Katherine Biggins
Garyl Cody
Katherine Covert
Phyllis Fay
Grace Hotchkiss
Hilda MacClintock
Mary MacDonald
Edith Smith
Irene Tufts
(Ruth Allen)
Jeannette Harvey

[illegible]

IV

Officers

The officers shall consist of a President and a Secretary.

V

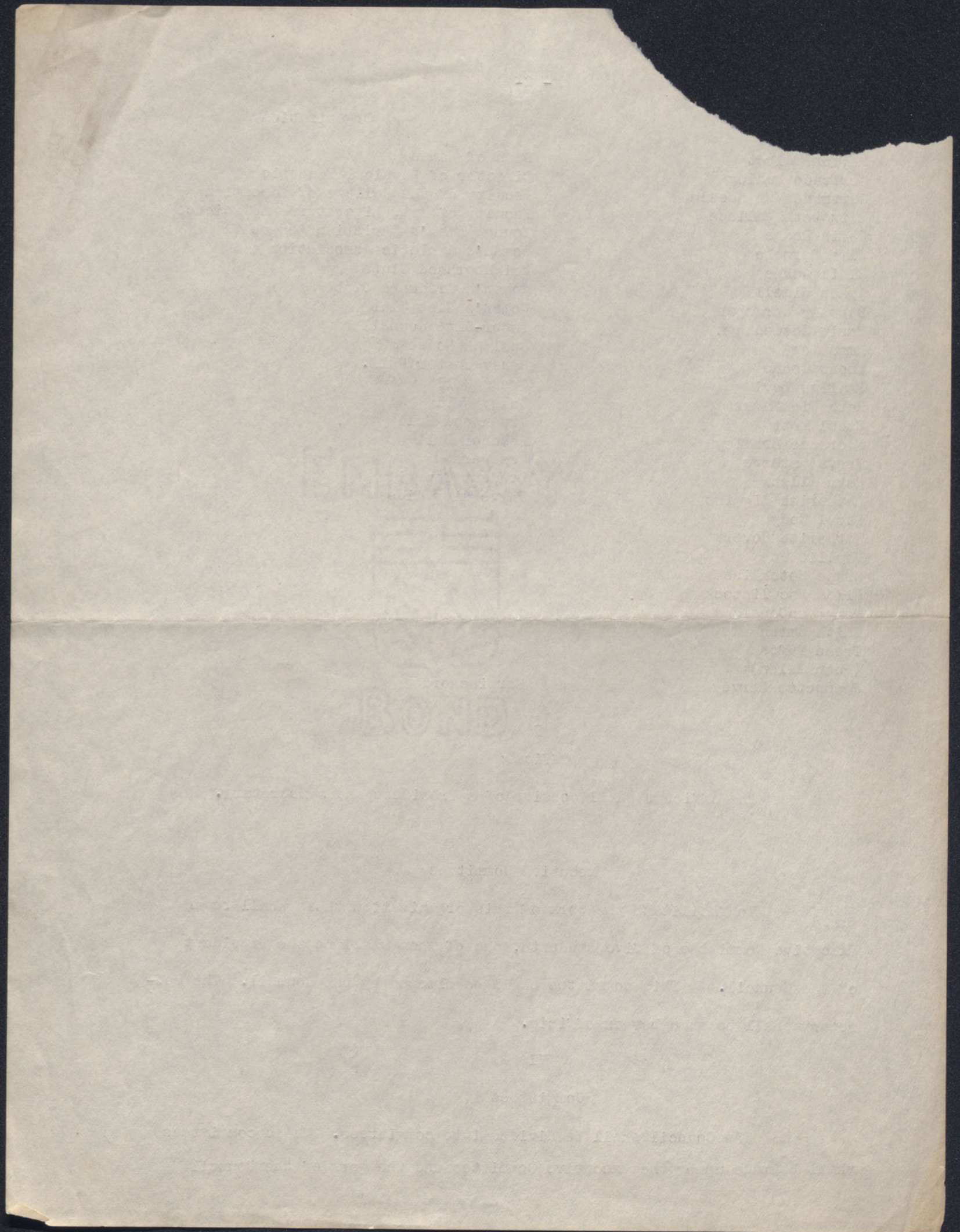
Executive Committee

To facilitate the work of this organization there shall be an Executive Committee of five students, one of whom shall be the President of the Council. This committee shall be elected by the Council. The Secretary shall be a member ex officio.

VI

Committees

The Council shall be divided into committees. These committees shall be made up by the Executive Committee and the work of the Council



*The Old
Constitution*

CONSTITUTION
of the
WOMAN'S ADMINISTRATIVE COUNCIL
of the
UNIVERSITY OF CHICAGO

I.

Name

The name of this organization shall be the Woman's
Administrative Council of the University of Chicago.

II

Purpose

Its purpose shall be the promotion of the social life
of the women of the University.

changes.

III

Membership

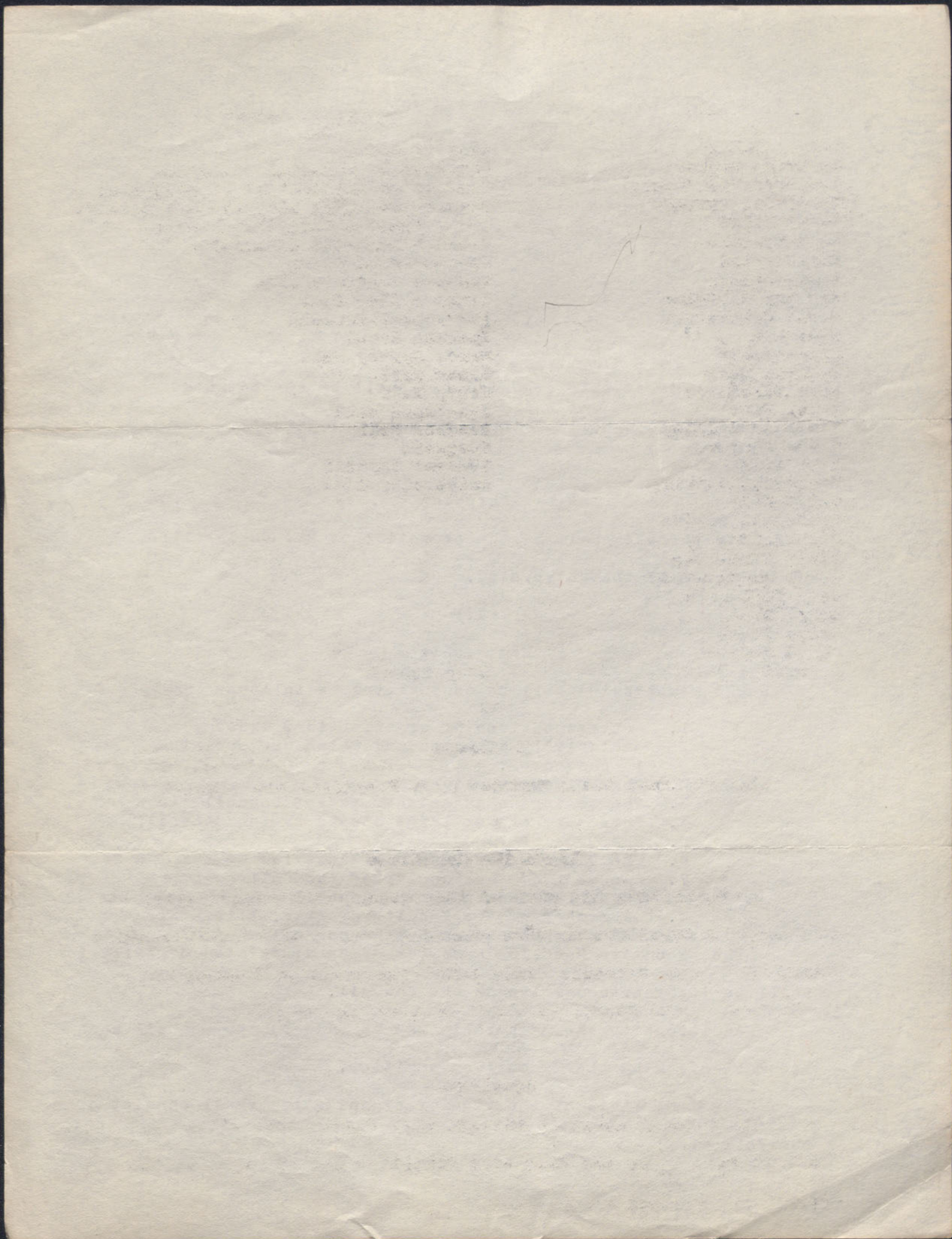
The membership shall be constituted as follows:

1. Representatives of organizations made up exclusively of women and which are social in character. *Two Halls are represented, each year*
- 2.3 The University Aides
3. The senior woman on the Student Council
4. Three members at large chosen by the Council
5. The Dean of Women
6. The Director of Physical Education
7. A member of the Faculty of the College of Education chosen by the Council
8. A member of the Faculty of Arts, Literature and Science chosen by the Council *9. Director of Ida Rapp Hall*

The Executive Head, or a member of an associated organization shall be its representative on the Council.

Additions to the membership may be made by the Council upon recommendation by the Executive Committee.

The membership at the time of organization shall consist of the following:



Name	Organization
Marion Talbot	Dean of Women
Gertrude Dudley	Director of Physical Education
Gertrude Van Hoesen	Faculty of the College of Education
Elizabeth Wallace	Faculty of Arts, Literature & Science
Julia Dodge	Young Women's Christian League
Alma Parmele	Woman's Athletic Association
Elsie Johns	Neighborhood Clubs
Agnes Ridell	Woman's Graduate Club
Dorothy Strachan	Woman's Glee Club
Marie Goodenough	Inter-club Council
Emma Low	Spelman House
Leona Coons	Nancy Foster Hall
Pauline Levi	Green Hall
Ruth Wiesinger	Kelly Hall
Ethel Mott	Greenwood Hall
Florence Bradley	Beecher Hall
Treva Mathews	Masquers
Ruth Allen	Student Council
Katherine Biggins	University Aide
Caryl Cody	" "
Katherine Covert	" "
Phyllis Fay	" "
Grace Hotchkiss	" "
Hilda MacClintock	" "
Mary MacDonald	" "
Edith Smith	" "
Irene Tufts	" "
(Ruth Allen)	" "
Jeannette Harvey	Harpsichord

IV

Officers

The officers shall consist of a President and a Secretary. (

V

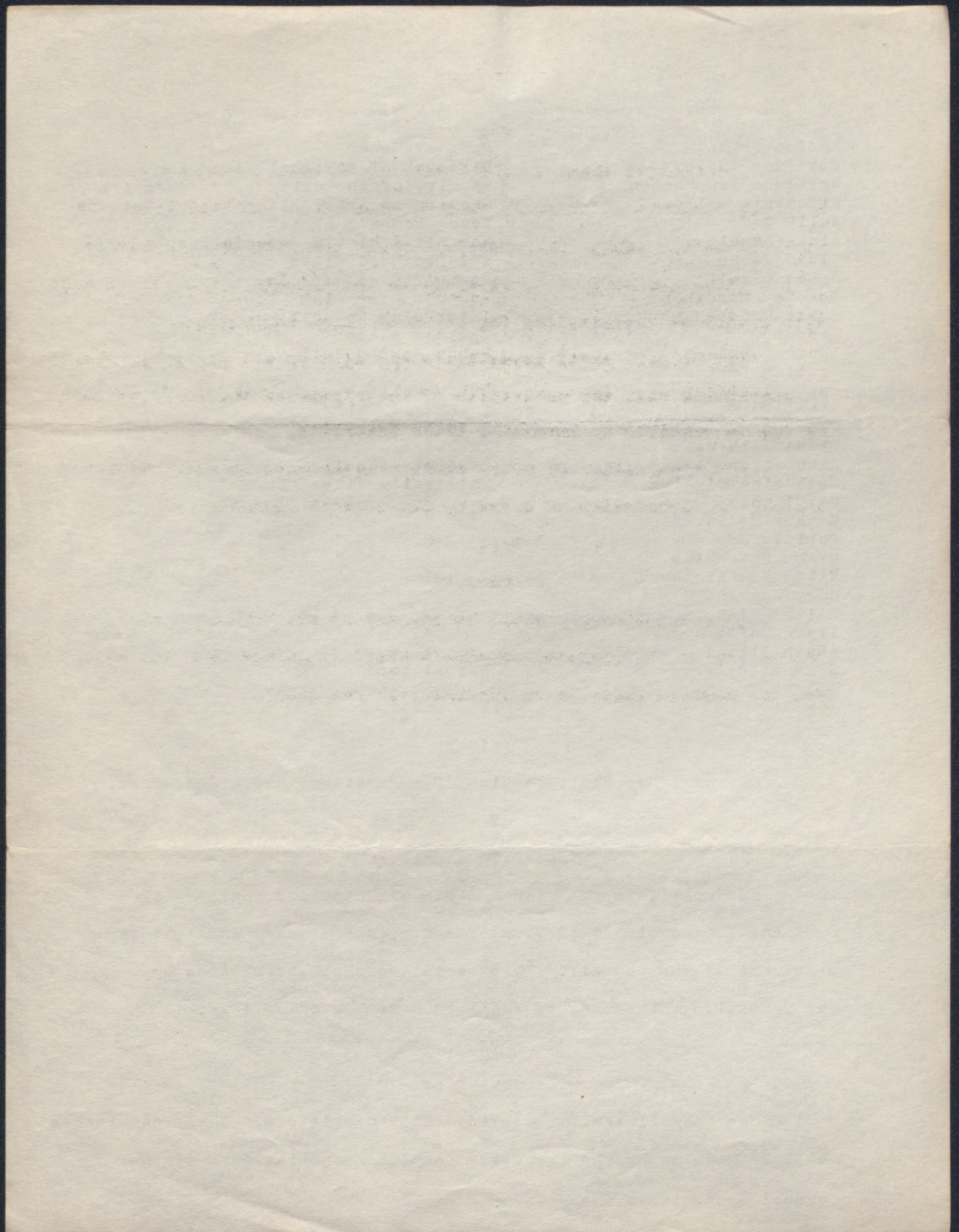
Executive Committee

To facilitate the work of this organization there shall be an Executive Committee of five students, one of whom shall be the President of the Council. This committee shall be elected by the Council. The Secretary shall be a member ex officio.

VI

Committees

The Council shall be divided into committees. These committees shall be made up by the Executive Committee and the work of the Council apportioned among them.



VII

The Council shall at the beginning of each quarter formulate a social schedule which shall be supplemented at the beginning of each succeeding month. This schedule shall comprise the activities of all the organizations represented on the Council and shall be made with a view to coordinating the dates of these activities.

The Council shall investigate and discuss all problems arising in connection with the activities of organizations and shall attempt as far as possible to harmonize their interests.

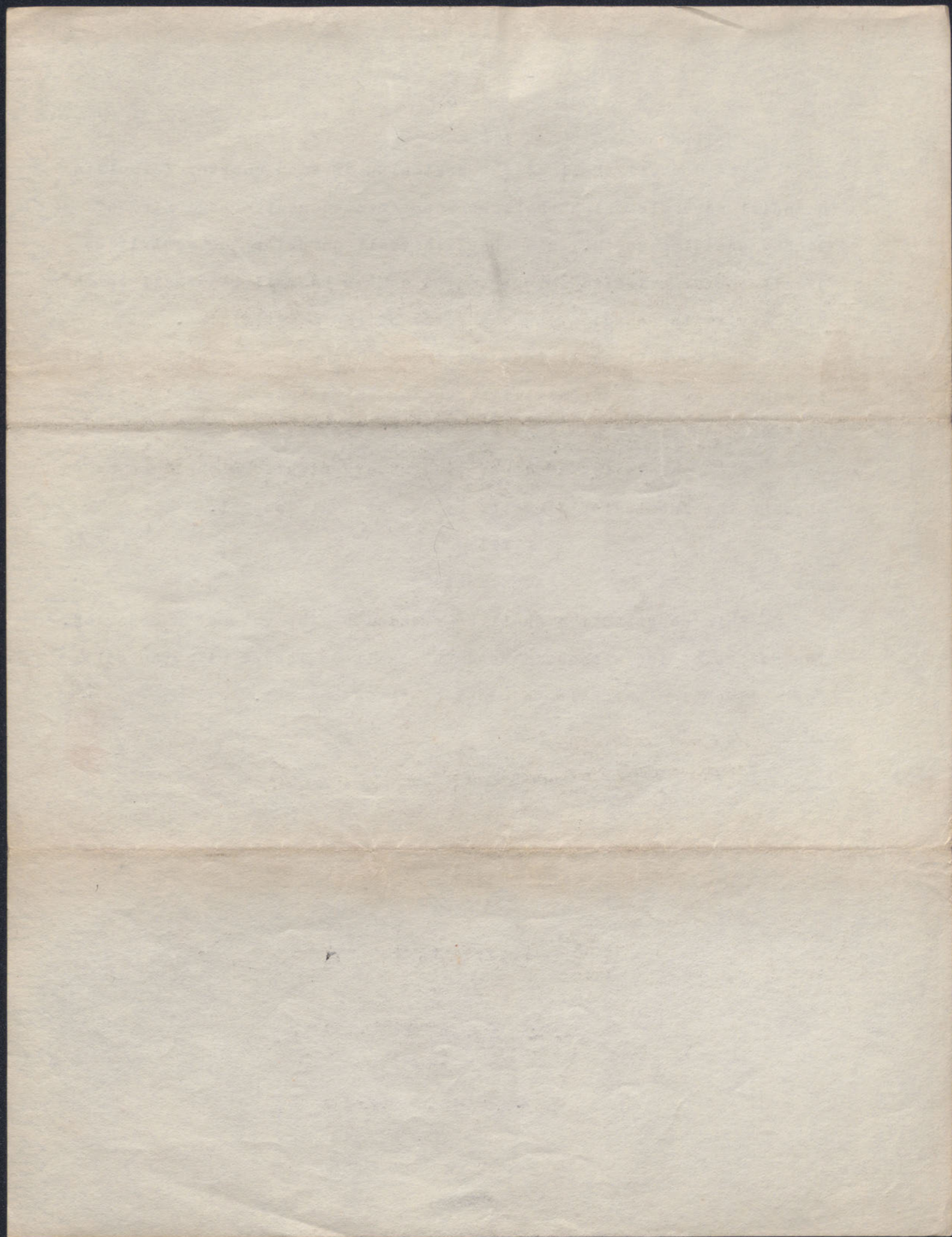
The cooperation of other student organizations shall be asked through the submission of dates by the Student Council.

VIII

Amendments

This constitution shall be amended by the vote of a majority. The notice of the proposed amendment shall be issued with the call for the meeting which is to consider the amendment.

*Met once each quarter
Executive com. shall meet every two weeks.*



The University of Chicago

Office of the Dean of Women

*To be read annually
to the Council*

Copy

January 12, 1914.

Miss Katherine Biggins,
Woman's Administrative Council.

Dear Miss Biggins:

I think I told the members of the Council that I would be responsible for the money necessary to meet the expenses of the business in hand. Should not this matter be more definitely determined upon?

I would suggest that the Executive Committee take the matter up and consider this proposition from me:

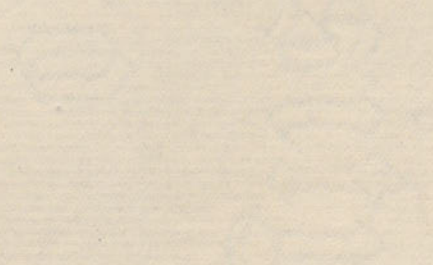
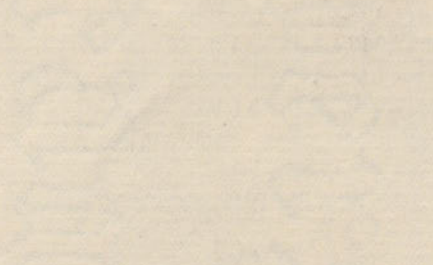
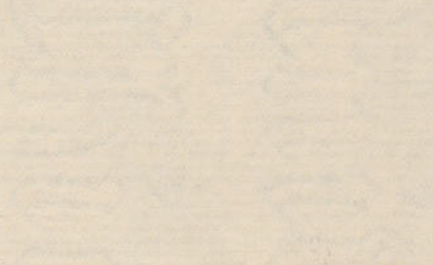
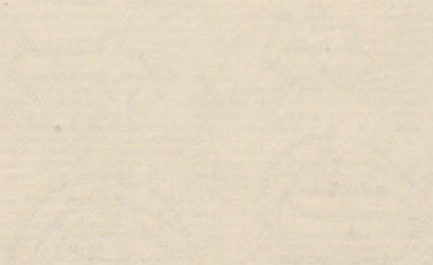
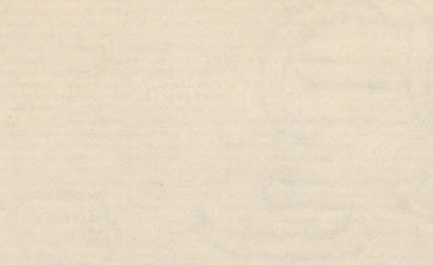
I will be responsible for expenses amounting to one dollar per quarter for each of the standing committees, this sum to be spent either at their discretion, or authorized by the Executive Committee. Sums greater than this should be approved by the Executive Committee and propositions presented to me for indorsement before final acceptance. Some such measure as this will, I think, enable the different committees to know to what degree they are authorized to expend money.

You may be sure that I will listen with a keen desire to cooperate to any plans which may involve the spending of money if they prove, or seem to promise good returns for our women students.

Very truly yours,

Marian Talbot.

GOVERNMENT OF CHINA
MINISTRY OF FINANCE



Spelman House,
Room 8, Lexington Hall,
The University of Chicago.

June 27th, 1914.

The Chairman of the Board of Student Organizations,
The University of Chicago,
Chicago, Illinois.

Dear Sir:

The active and alumnae members of Spelman House would like to suggest to the Board of Student Organizations the formation of an administrative council of women to include representatives of all the women's organizations, of such organizations of men and women as the student council and the Honor Commission, the Faculty women of the Colleges of Arts, Literature, and Science, and a representative from the Faculty of the College of Education. This council would be presided over by an undergraduate student president elected from among its own number. The purpose of the council would be the supervision of the social life of the University women. This purpose would be carried out in two ways:-

1. By the formation each quarter of a well balanced social calendar.
2. By the development of plans for the administration of Ida Noyes Hall.

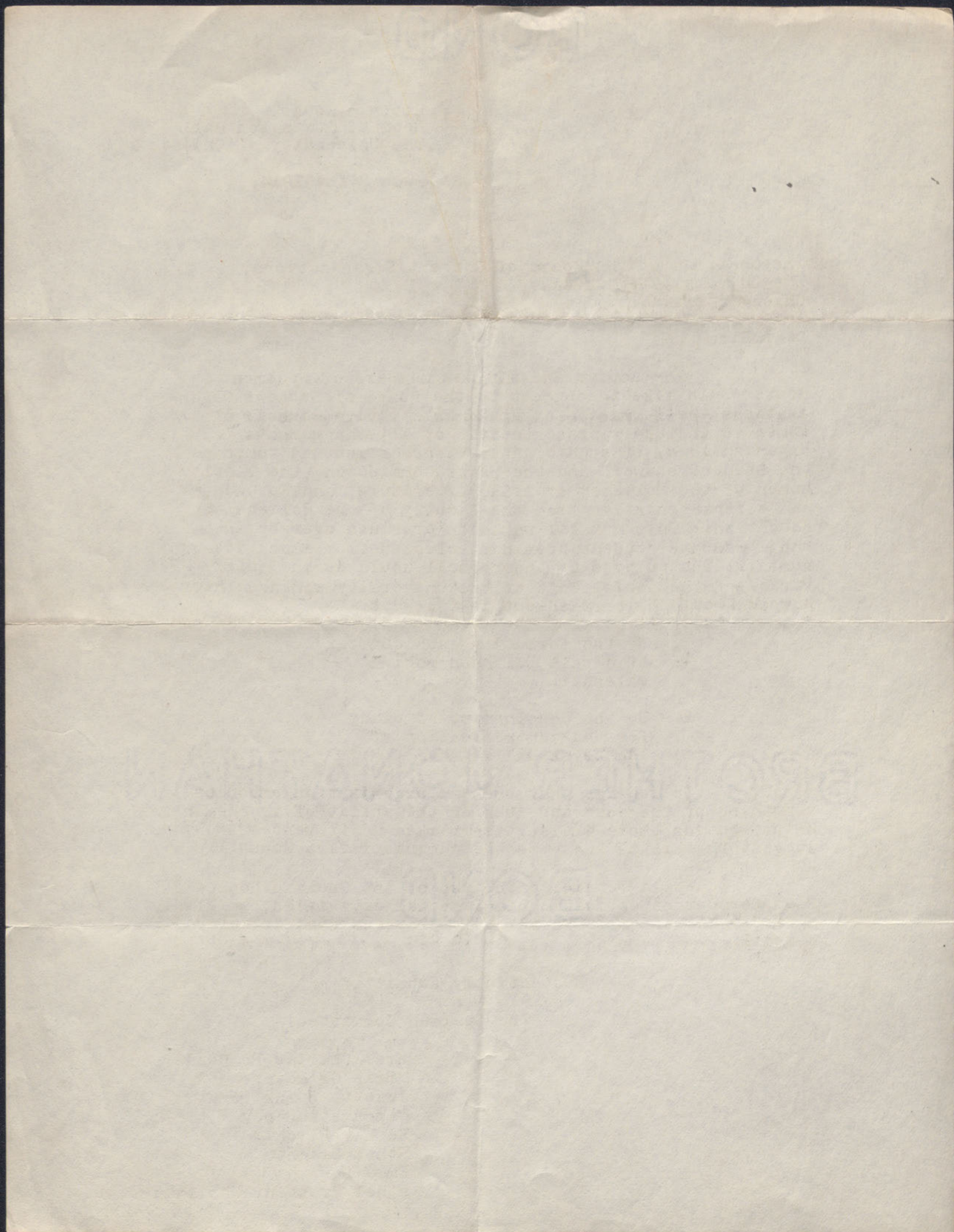
We realize that such an organization embodies something of the form and much of the spirit of the Woman's Union; but as there are certain marked differences, we suggest that it be known as the Administrative Council.

While retaining the use of the Spelman House Room for our house meetings and social activities, we gladly offer it as headquarters for this proposed administrative council.

Respectfully submitted,

The Spelman Committee:-

Mrs. Charles R. Henderson
Marie Ortmayer
Josette Spink
Margaret Chaney
Esther Birch
Ethel Bright
Emma Low
Ethel Preston, Chairman



April 20, 1915.

The new year of the Woman's Administrative Council commences with the meeting on Monday, May second. The Woman's Administrative Council is a body composed of representatives from all woman's organizations which are at least partly social in character, and its functions are of great importance to the welfare of the University.

You are requested to nominate a representative on the Council for the coming year. Although the constitution does not expressly state it so, nevertheless it is the unanimous recommendation of the present Council that the representative be the President of your organization. It is very important that the nominee be in college during the coming year so that no change will be necessary in the Council in the autumn quarter.

Will you please notify me before Thursday, May twenty-ninth, whom you have chosen as your representative?

Sincerely yours,

Secretary,
Woman's Administrative Council.

6037 Kimbark Avenue
Chicago

1891

The following is a list of the names of the persons who have been elected to the office of the President of the United States since the year 1789.

The first President of the United States was George Washington, who was elected in 1789.

He was followed by John Adams in 1797, James Monroe in 1817, and James Madison in 1809.

The next President was John Quincy Adams in 1825, followed by Andrew Jackson in 1829.

He was followed by Martin Van Buren in 1837.

The next President was William Henry Harrison in 1841.

He was followed by John Tyler in 1845.

REVISED CONSTITUTION
of the WOMAN'S ADMINISTRATIVE COUNCIL
of the UNIVERSITY OF CHICAGO.
adopted 1919.

I.
Name.

The name of this organization shall be the Woman's Administrative Council
of the University of Chicago.

II.
Purpose.

Its purpose shall be the promotion of the common interests of the women of
the University.

III.
Membership.

The membership shall be constituted as follows:

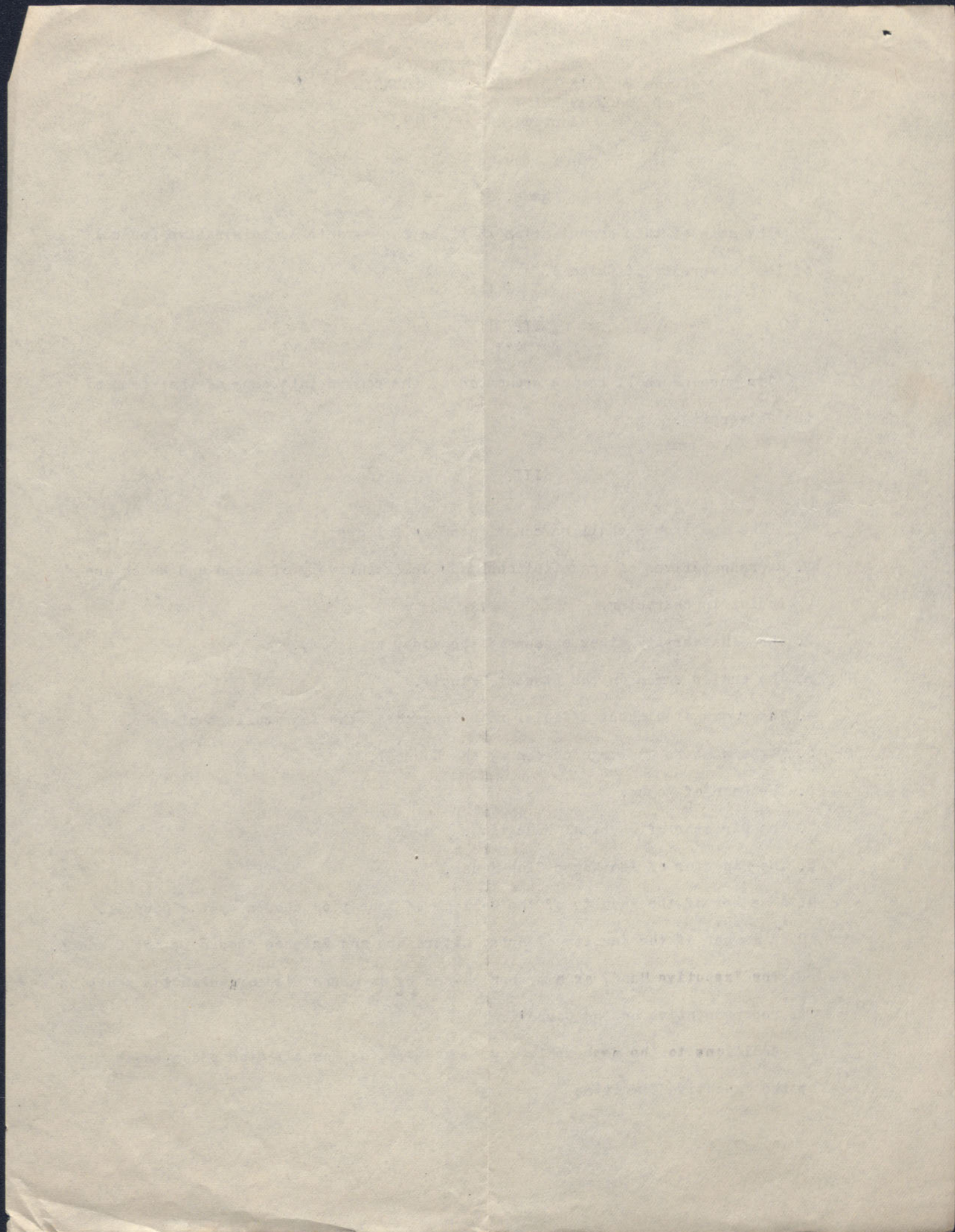
1. Representatives of organizations made up exclusively of women and which are
social in character.
2. ² ~~Three~~ University aides chosen by the aides as a body.
3. The senior ^{college} women on the Student Council.
4. The woman of highest official rank in each of the four college classes.
5. Three members at large chosen by the Council.
6. The Dean of Women.
7. The Director of Physical Education.
8. The Director of Ida Noyes Club House.
- X 9. A member of the Faculty of the College of Education chosen by the Council.
10. A member of the Faculty of Arts, Literature and Science chosen by the Council.

The Executive Head, or a member chosen by an associated organization shall be
its representative on the Council.

Additions to the membership may be made by the Council upon recommendation
by the Executive Committee.

Adopt
Print in Maroon.

Other organizations
Halls, etc.



2.

IV.

Officers.

The officers shall consist of a President and a Secretary-Treasurer.

V.

Executive Committee.

To facilitate the work of this organization there shall be an Executive Committee of five students, one of whom shall be the President of the Council. This committee shall be elected by the Council. The Secretary shall be a member ex officio

VI.

Committees.

The Council shall be divided into committees. These committees shall be made up by the Executive Committee and the work of the Council apportioned among them.

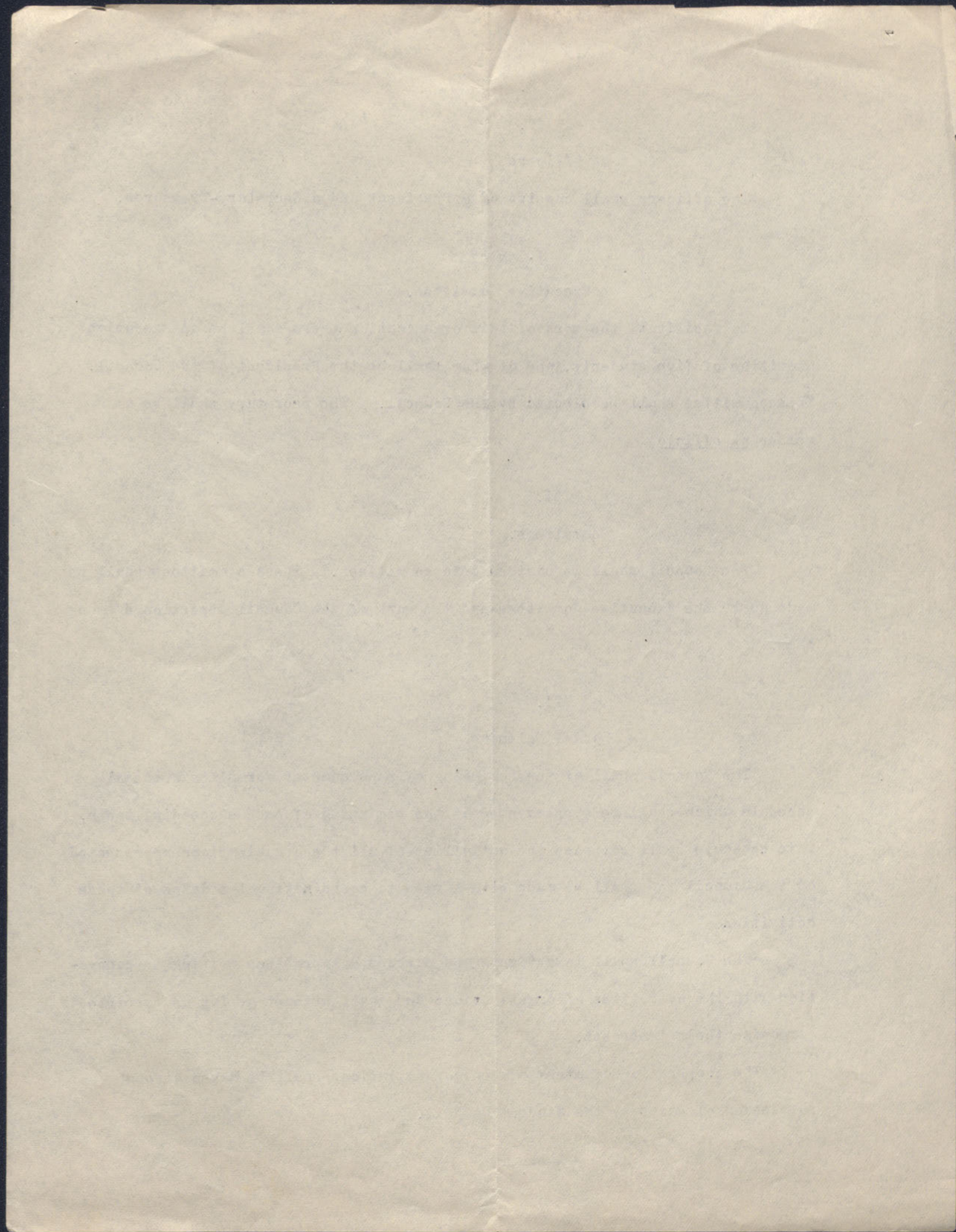
VII.

Social Calendar.

The Council shall at the beginning of each quarter formulate a social schedule which shall be supplemented at the beginning of each succeeding month. This schedule shall comprise the activities of all the organizations represented on the Council and shall be made with a view to coordinating the dates of these activities.

The Council shall investigate and discuss all problems arising in connection with the ^{social} activities of organizations and shall attempt as far as possible to harmonize their interests.

The cooperation of other student organizations shall be asked through the submission of dates by the Student Council.



3.

VIII.

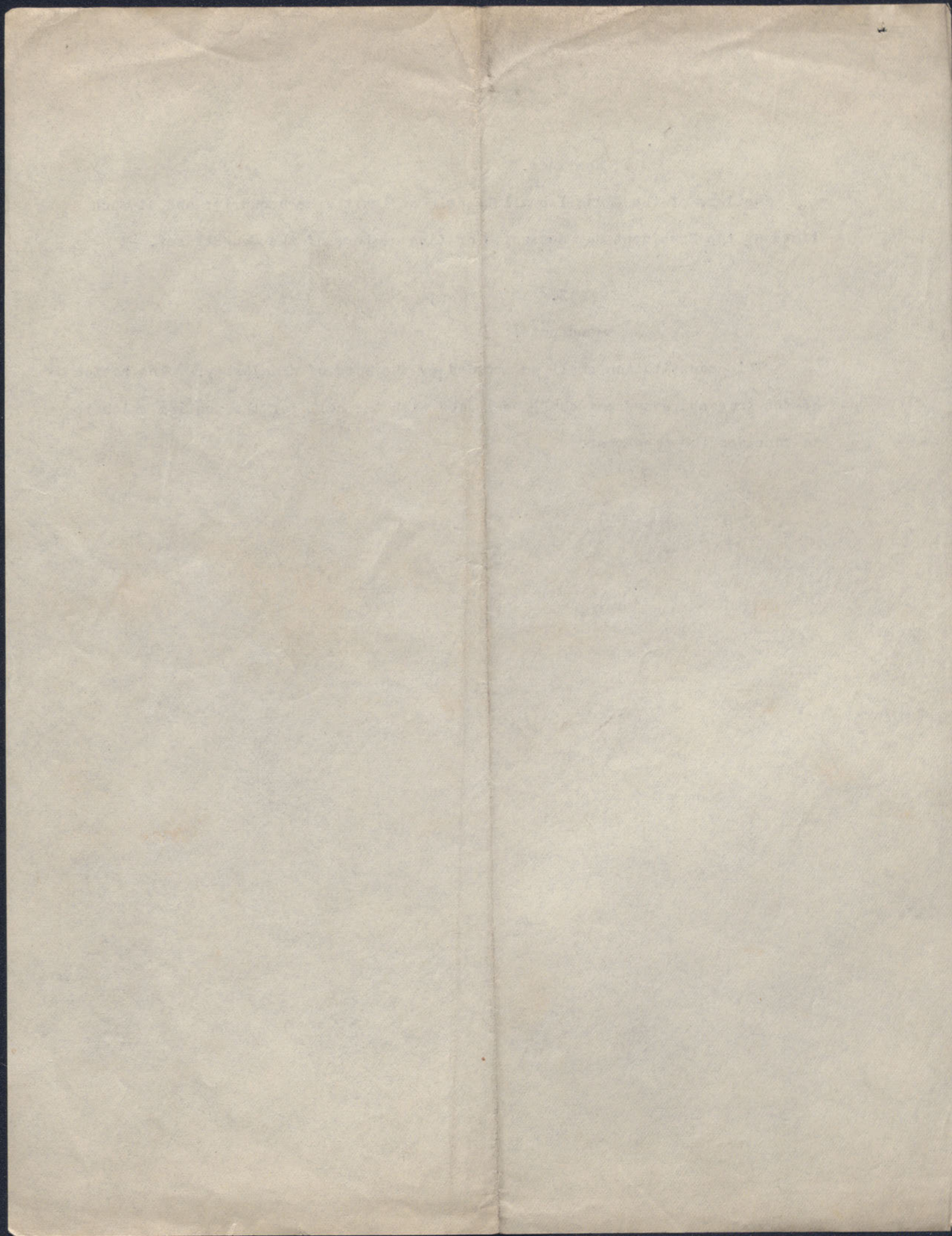
Meetings.

Meetings of the Council shall be held at least once a quarter and at such times as the President may designate or five members of the Council set.

IX.

Amendments.

This constitution shall be amended by the vote of a majority. The notice of the proposed amendment shall be issued with the call for the meeting which is to consider the amendment.



Communications which led to organization of Council

Spelman House,
Room 8, Lexington Hall,
The University of Chicago.

June 27th, 1914.

The Chairman of the Board of Student Organizations,
The University of Chicago,
Chicago, Illinois.

Dear Sir:

The active and alumnae members of Spelman House would like to suggest to the Board of Student Organizations the formation of an administrative council of women to include representatives of all the women's organizations, of such organizations of men and women as the student council and the Honor Commission, the Faculty women of the Colleges of Arts, Literature, and Science, and a representative from the Faculty of the College of Education. This council would be presided over by an undergraduate student president elected from among its own number. The purpose of the council would be the supervision of the social life of the University women. This purpose would be carried out in two ways:-

1. By the formation each quarter of a well balanced social calendar.
2. By the development of plans for the administration of Ida Noyes Hall.

We realize that such an organization embodies something of the form and much of the spirit of the Woman's Union; but as there are certain marked differences, we suggest that it be known as the Administrative Council.

While retaining the use of the Spelman House Room for our house meetings and social activities, we gladly offer it as headquarters for this proposed administrative council.

Respectfully submitted,

The Spelman Committee:-

Mrs. Charles R. Henderson
Marie Ortmayer
Josette Spink
Margaret Chaney
Esther Birch
Ethel Bright
Emma Low
Ethel Preston, Chairman

Administrative Council

Women's Administrative Council

General Chairman's Report of Parents' Day

Committee Chairmen:

Arrangements- Lucy Williams.
Publicity- Florence Kivary.
Mandel Gathering- Jeanette Regent.
Reynolds Club- William Henry.
Y. M. C. A.- Clarence Brown.
Y. W. C. L.- Frances Roberts.
General Cairman- Pauline Levi.

Publicity:- Maroon Publicity one month in advance, announcing date and nature of the day.

Steady publicity in Maroon one week before the event, and big front page story day before the event.

Printed posters about 18x12 on all bulletin boards two weeks before the day.

Announcement in chapel, talk in chapel by member of committee, and handbills as per enclosure passed out in chapel during the week of Parents' Day.

Program of Day: As per handbill attached. Mandel Gathering program also attached.

Tickets: 3 to a student: Distributed at Cobb Hall, Reynolds Club Desk, Ida Noyes office during week of Parents' Day.

Guides: See report of chairman.

Expenses:- See report of Publicity Chairman. Reynolds' Club, Y. M. C. A. and Y. W. C. A. met their own expenses.

Miscellaneous:- Iron mask cooperated by furnishing guides. The men's honor societies should offer valuable assistance if approached in proper time.

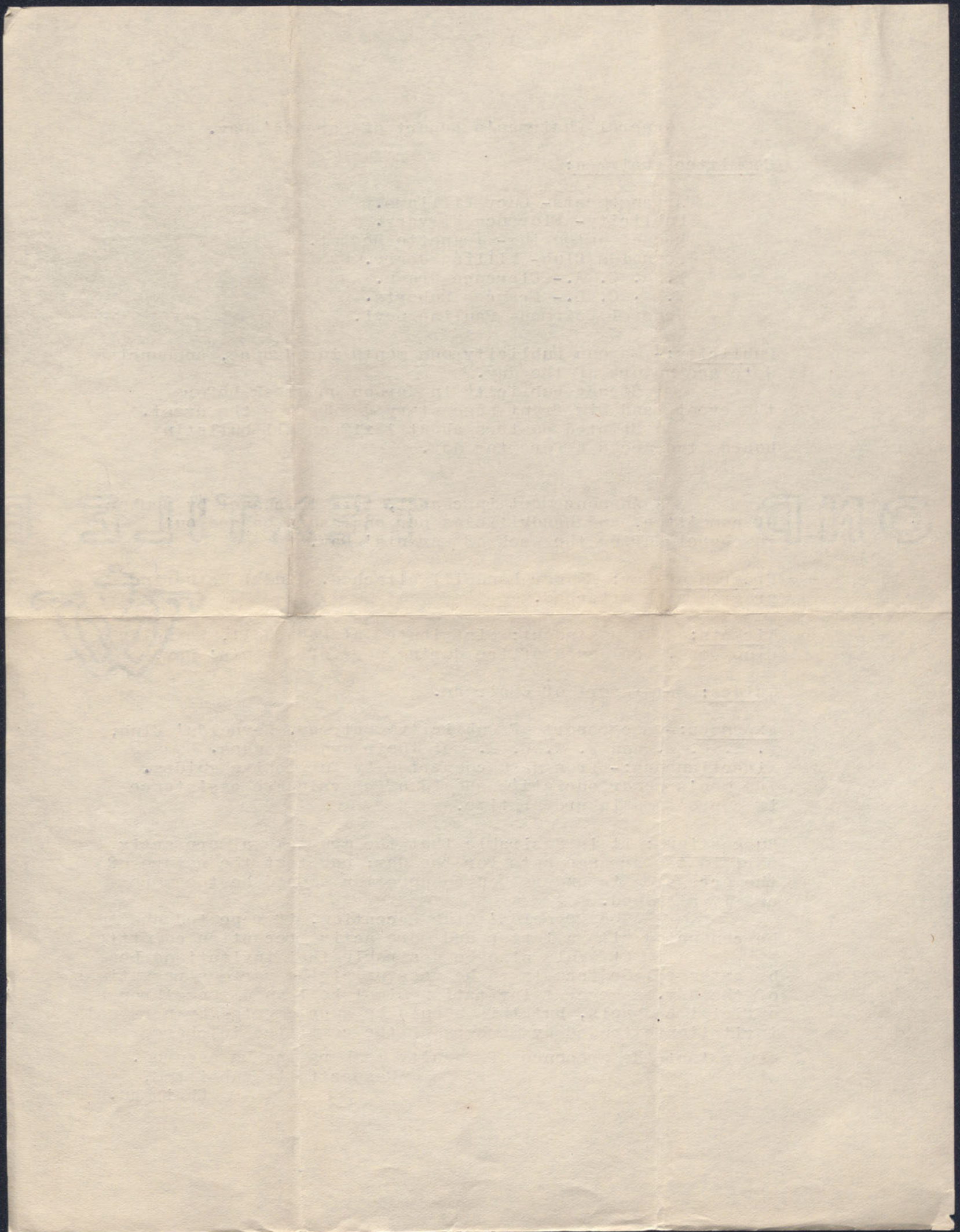
Suggestions: it is desirable that the men take a more active part in the arrangements for the day; now that the nature of the occasion is understood cooperation should be the more easily attained.

The Reynolds' Club Reception, if repeated should be conducted with a larger and more active reception committee.

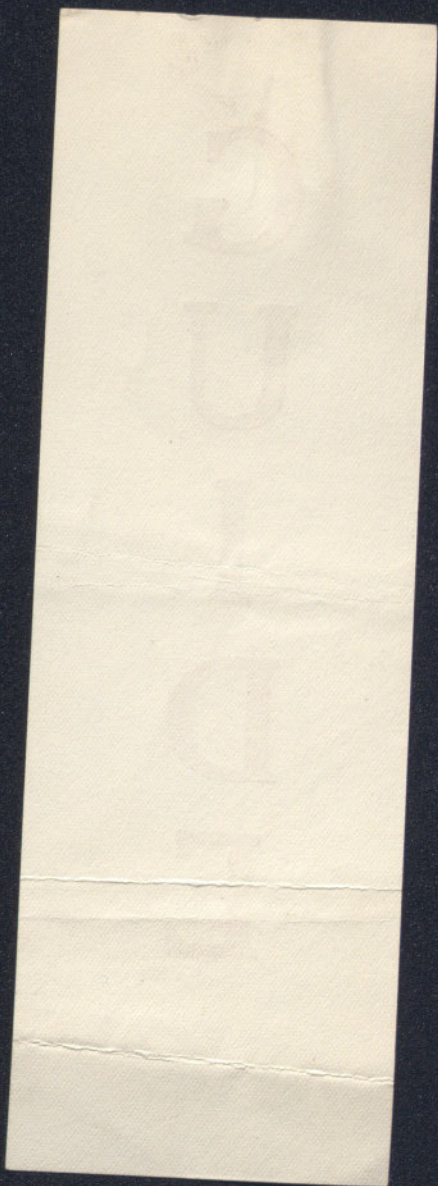
It would also be desirable that invitations be extended the faculty to be present at the various receptions of the day. A general invitation might be issued them through official channels, but this should be supplemented by personal invitation extended by members of the committee in charge in order that the presence of faculty members may be assured.

Respectfully submitted,

Pauline A. Levi Chairman.



G
U
I
D
E



ARE YOUR FOLKS COMING?

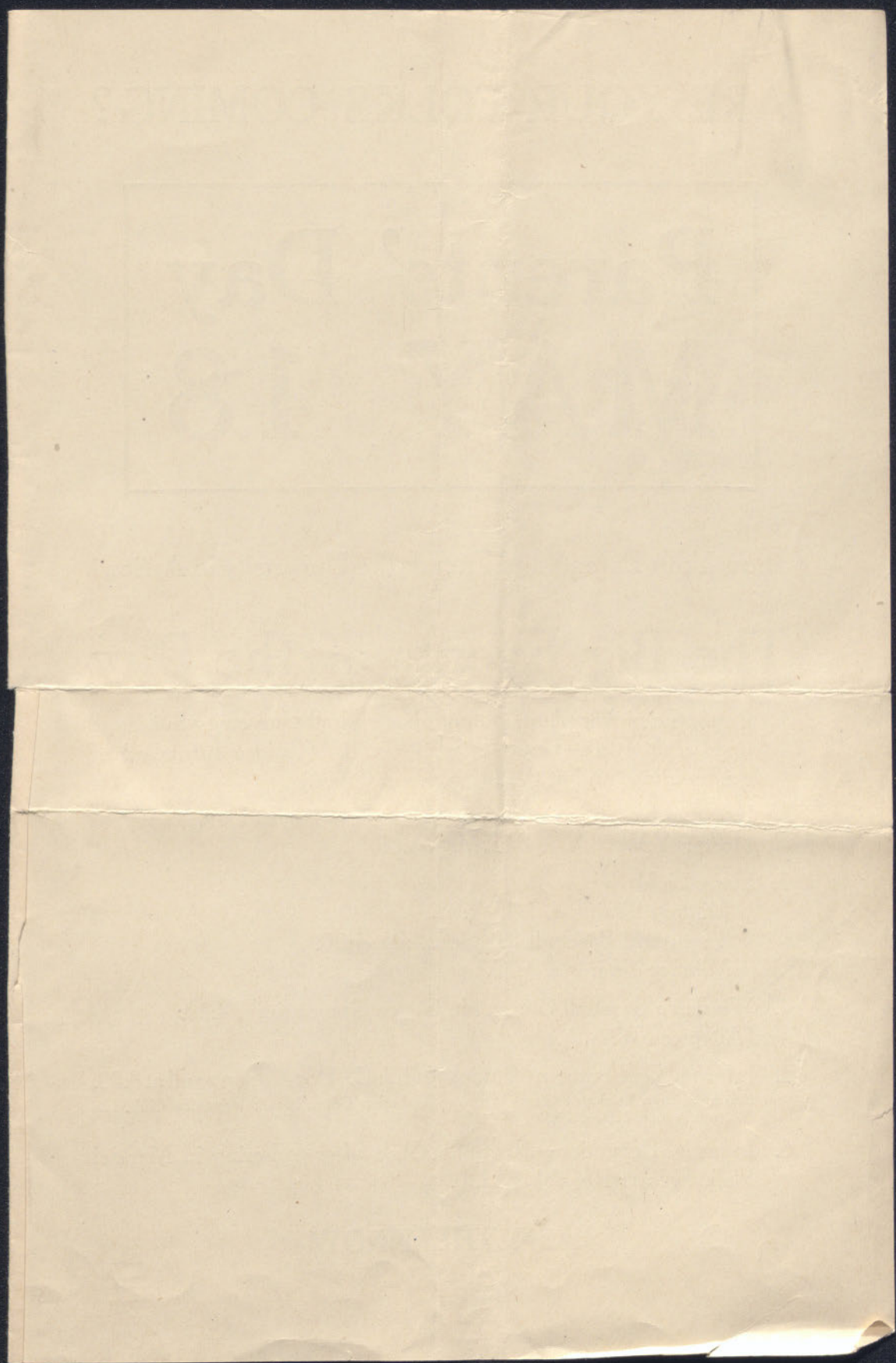
Parents' Day MAY 18

Show Your Parents and Friends the University in Action!

The Big Events of the Day

1. Press, the power plant, laboratories, and all University buildings open from 10:00-12:00 and 1:30-4:30. (Guides furnished at the buildings and at the Information Office.)
2. Informal Reception in League Room, Ida Noyes Hall.
Hosts: Y.W.C.A. and Y.M.C.A.
3. Stagg Field:
Military Training, 1:45-2:45.
Track and Baseball Practice, 2:45-4:30.
Military Training, 4:30.
4. Women's Baseball Game, Ida Noyes Gymnasium, 4:30.
(Auspices W.A.A.)
5. Informal Gathering in Mandel Hall, 7:45. Doors open to all at 8:00.
(No more than 3 tickets to each student. Tickets at Cobb, 10:15; Reynolds Club, Ida Noyes office, 2:00-4:00.)
6. Informal Reception—Reynolds Club, after gathering in Mandel Hall. Host: Reynolds Club.

ASK THEM NOW



MANDEL GATHERING
Parents' Day, May 18, 1917.

1. Addresses of Welcome:

James Rowland Angell, Dean of the Faculties of
Arts, Literature and Science.
Marion Talbot, Dean of Women.

2. "The Stepmother," by Arnold Bennett, presented by the
Dramatic Club:

Cora Prout -----Emily Taft.
Adrian Prout-----Lehman Ettelson.
Thomas Gardner-----Lael Abbot.
Christine Faversham -----Marion Palmer.

3. Selections by the University Band.

4. Blackfriars "Hits"

Songs and Dances by the cast and chorus of
"A Myth in Mandel".

5. "Alma Mater"

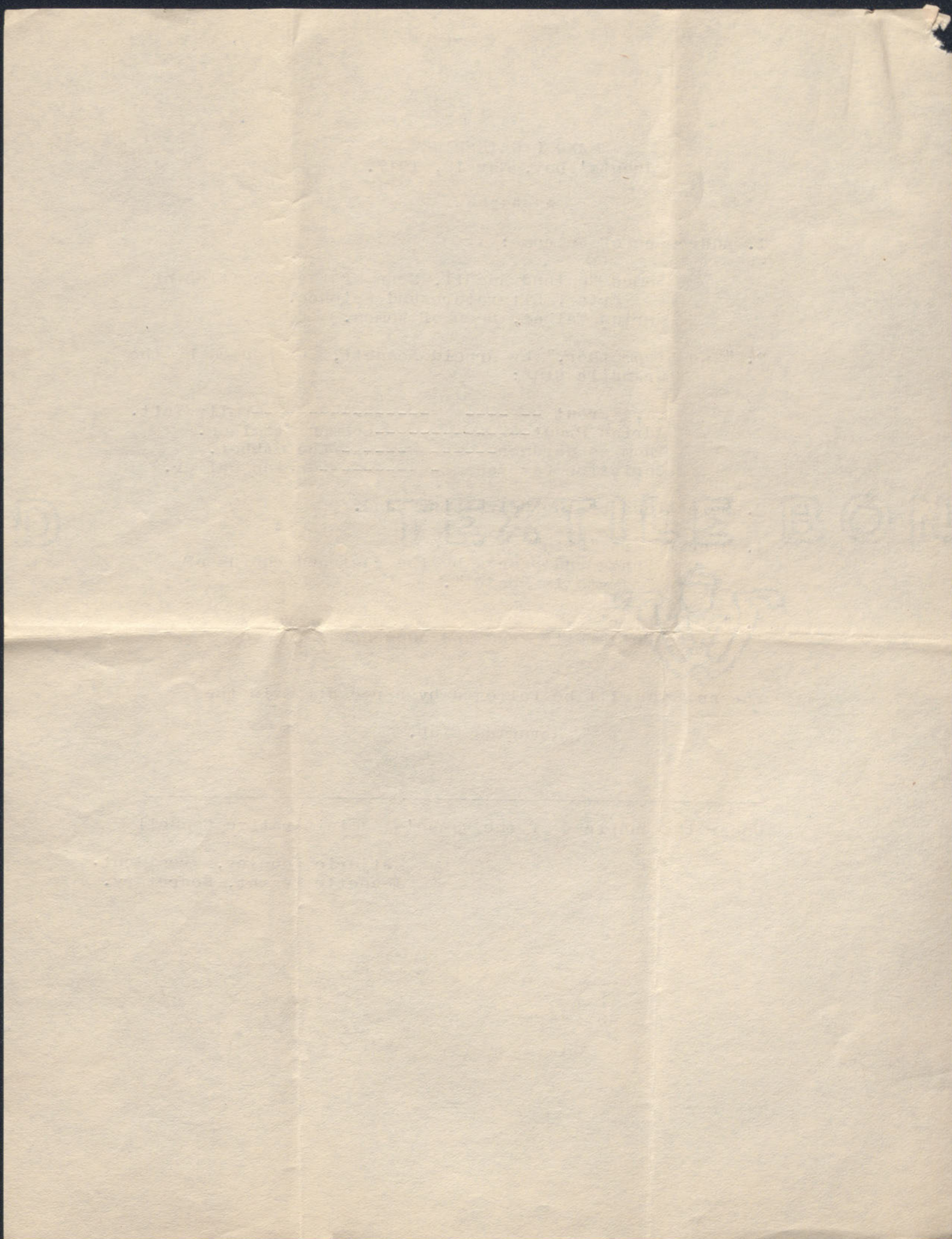
University Band and audience

The program will be followed by a reception in the
Reynolds Club.

Under the auspices of the Woman's Administrative Council

Matjorie Coonley, President.
Jeanette Regent, Secretary.

*Note: Programs were printed on blanks with "Alma
Mater" on back — furnished thru the Presidents' office
and purchased thru arrangements with that office.*



Report of the Guides for
Parents' Day, May 18, 1917.

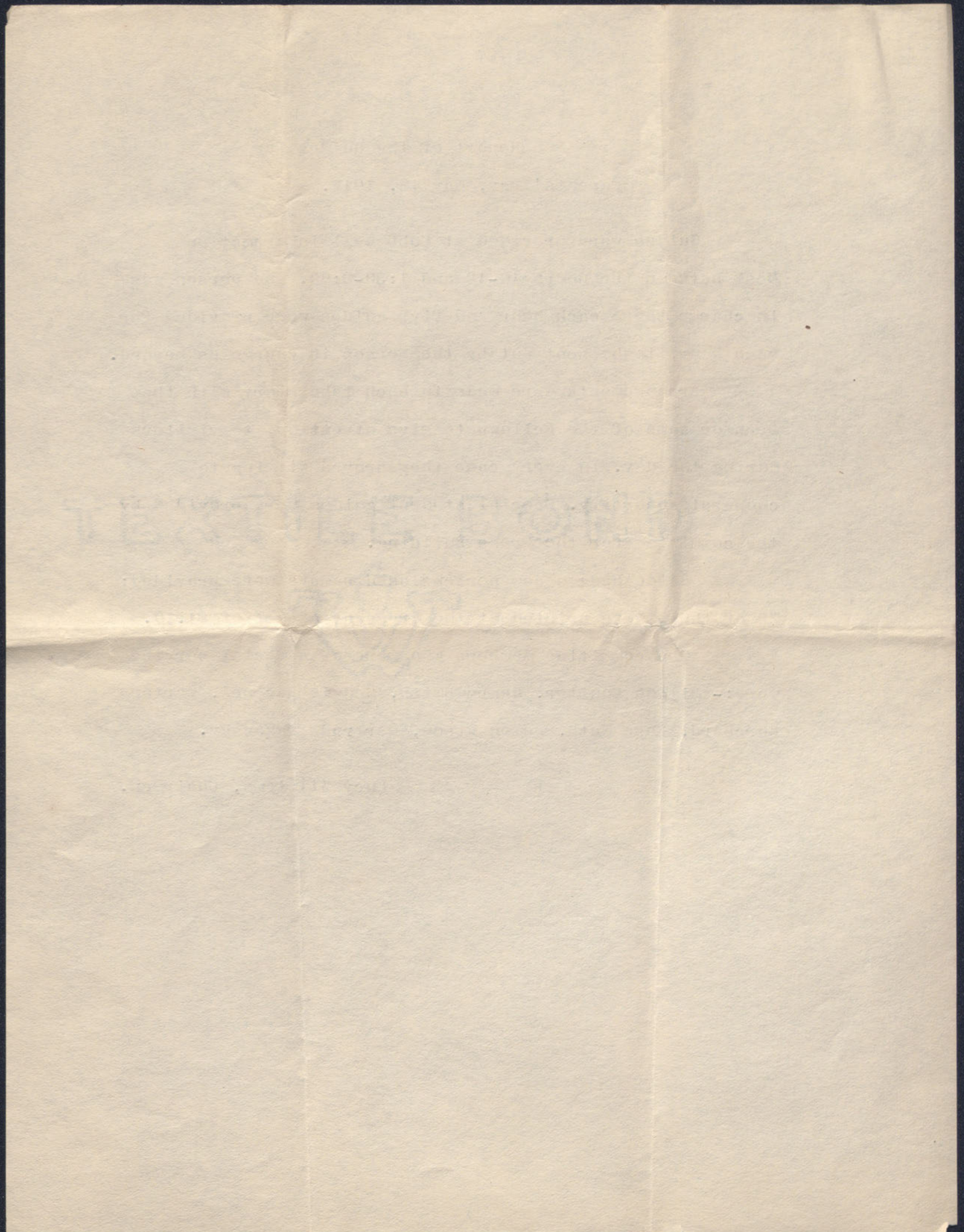
Guides were provided at Cobb Hall Information Desk between the hours 10-12 and 1:30-3:00. One person was in charge there each hour and five guides were provided for each hour, to be sent out by the person in charge as needed.

Arrangements were made in each laboratory with the Dean or some of the Fellows to give attention to visitors during the day. In every case they proved willing to cooperate heartily. Special student guides were provided by the committee for the Press Building.

Guide badges as per enclosed sample were provided; 75 of these were printed at the Press at a cost of \$1.10.

The committee members who were of especial service were:- Milton Coulter, Henry Smith, Hedwig Ravene', Marion Burchard, Rose Nath, Helen Olson, Gertrude Makowsky.

Lucy Williams, Chairman.



PARENTS' DAY FINANCIAL REPORT.

I. Printing - University of Chicago Press.

50 Posters - 11 by 14 - - - -	4.00
2000 Handbills - 6 by 9 - - - -	6.00
1100 Tickets for Evening Enter- tainment, - - - -	2.50
1000 Programs for Evening Enter- tainment, - - - -	6.50
	\$19.00

II. Expense incident to the use of Mandel Hall.

E.g. - Fire guards, Janitor, Curtain man, Spotlight, lighting, etc. - - - -	24.00
--	-------

III. Expense for Entertainment.

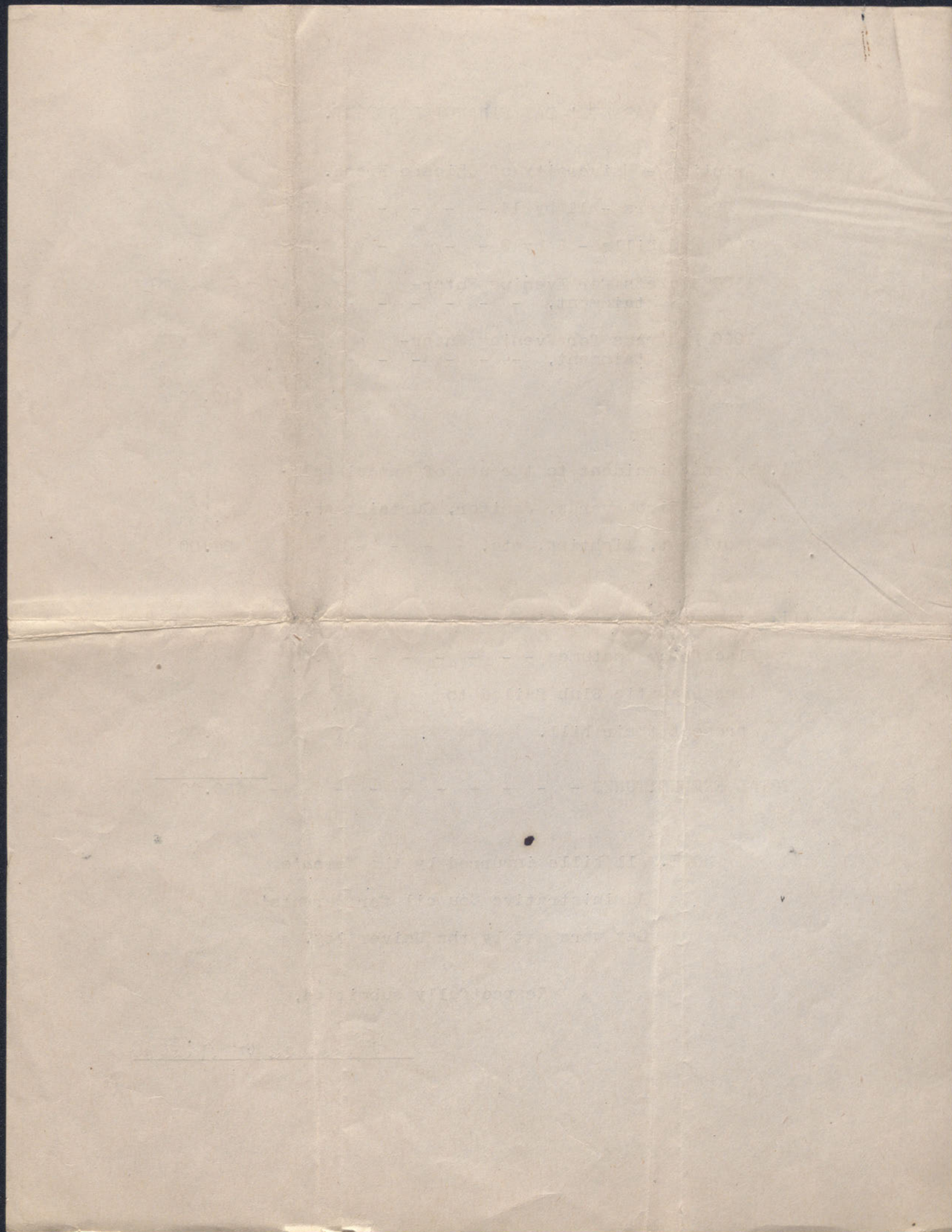
Blackfriar costumes - - - - -	7.00
(The Dramatic Club failed to present their bill.)	7.00

TOTAL EXPENDITURES - - - - -	\$50.00
------------------------------	---------

NOTE. All bills incurred by the Women's
Administrative Council for Parents'
Day were met by the University.

Respectfully submitted,

Florence H Kilwary



I. A Women's University Council

A. to consist of

- 1) a chairman (a woman) who shall be a Vice-President of the University
- 2) the senior women of the faculties
- 3) all women deans
- 4) the Director of Physical Culture for Women
- 5) a Medical Adviser for Women
- 6) the chairman of the Inter-House Council
- 7) the Social Director
- 8) a member or members to be appointed by the President from time to time as desired.

B. to meet monthly

C. to have an executive committee of three,- meeting weekly

D. to have at least one member attending each important faculty and board meeting of the University

E. to have an office with a high grade clerk attached

F. to handle, through this office and clerk, all correspondence from outside the University concerning primarily women.

II. A Social Director

A.

- 1) to be a teaching member of the S.S.A. or another faculty
- 2) to be in close touch with
 - a) the Director of Ida Noyes Club House
 - b) the Heads of Houses
 - c) the Director of the Reynolds Club
 - d) student organizations
- 3) to give approval for all arrangements for social affairs
- 4) to act as liaison officer between the students, in their social concerns, and the Council

An Aid and Information Bureau to serve both men and women

to deal with all scholarships and funds

to centralize, coordinate and make more efficient the scattered agencies which are now serving students in the cashier's office, employment bureau, information office, etc.

to emphasize that it serves the whole University by having its headquarters in a general office of the University

Membership of the Woman's Administrative Council.

1915-16

Faculty

Miss Talbot
Miss Hanna
Miss Dudley
Miss Wallace

Agnes Sharp
Mary Ingalls
Elizabeth Nicol
Elsie Johns
Lucy Williams
Regis Lavery
Ethel Mott
Pauline Levi
Ursula Vetter
Gillie Larew
Ione Bostaph
Eva Richolson
Helen Hunt
Barbara Miller
Alice Barton
Jeannette Regent
Mary Prince
Laura Walter

Y.W.C.L. Chairman Calendar Committee.
W.A.A.
Women's Glee Club
Undergraduate Council.
Beecher Hall.
Foster Hall.
Greenwood Hall
Green Hall, Chairman Social Needs Committee.
Kelly Hall
Graduates Women's Club
Masquers
Neighborhood Clubs
Spelman House
Harpischord
Divinity Women's Club

Members at large.

University Aides

Margaret Hancock
Elsie Johns
Ruth Manierre
Alma Parmele
Ruth Prosser
Ruth Sandberg
Claire Votaw
Marjorie Fay

Chairman Membership Committee

Chairman Administrative Committee

(Vice Pres. Senior Class)

Secretary and Treasurer

Inter-Club Council

Helen Timberlake
Margaret Munroe
Florence Lamb
Eatherine Llewellyn

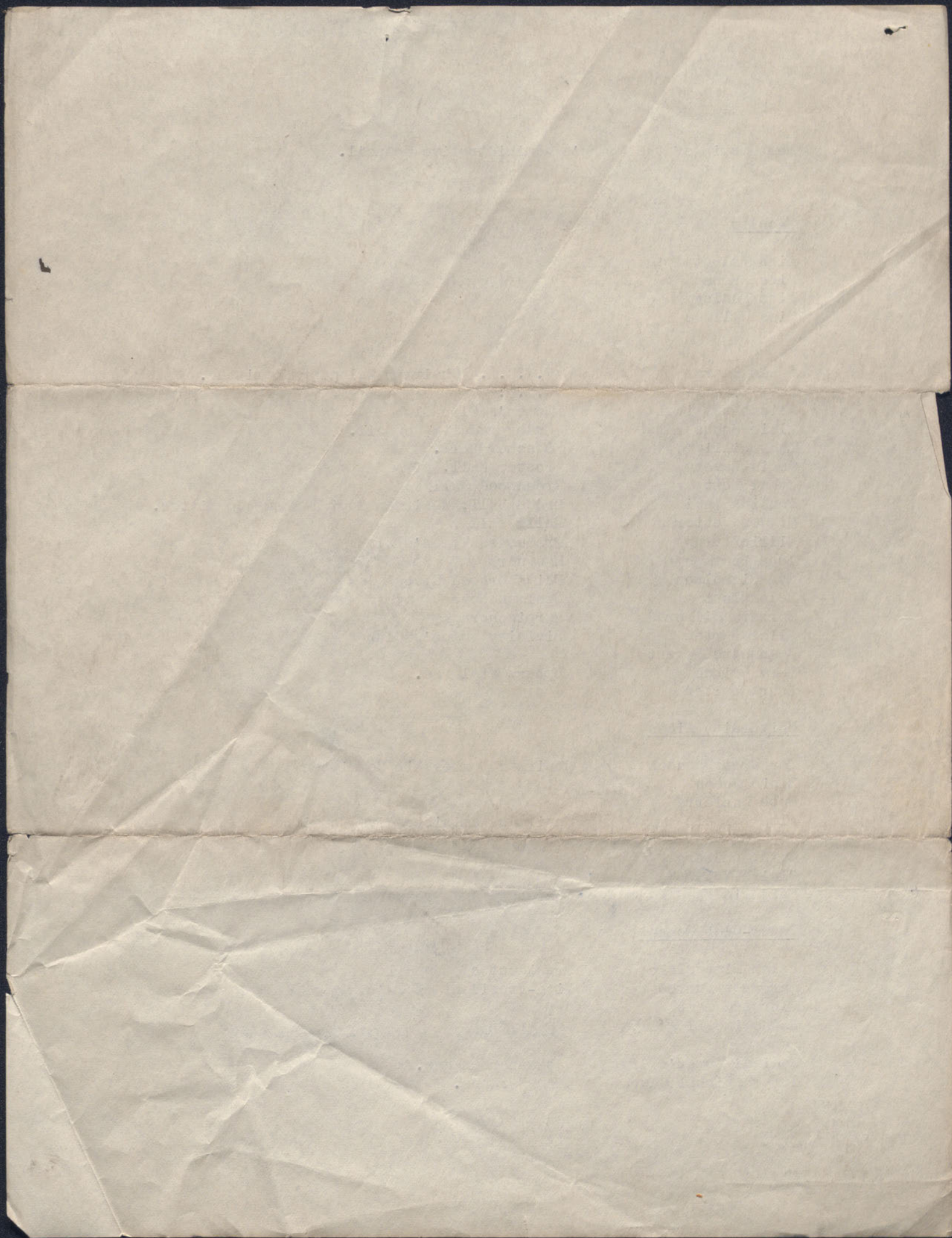
President of Council

Vice-President of Junior Class

Secretary of Freshman Class.

Medical Women's Club
International Club

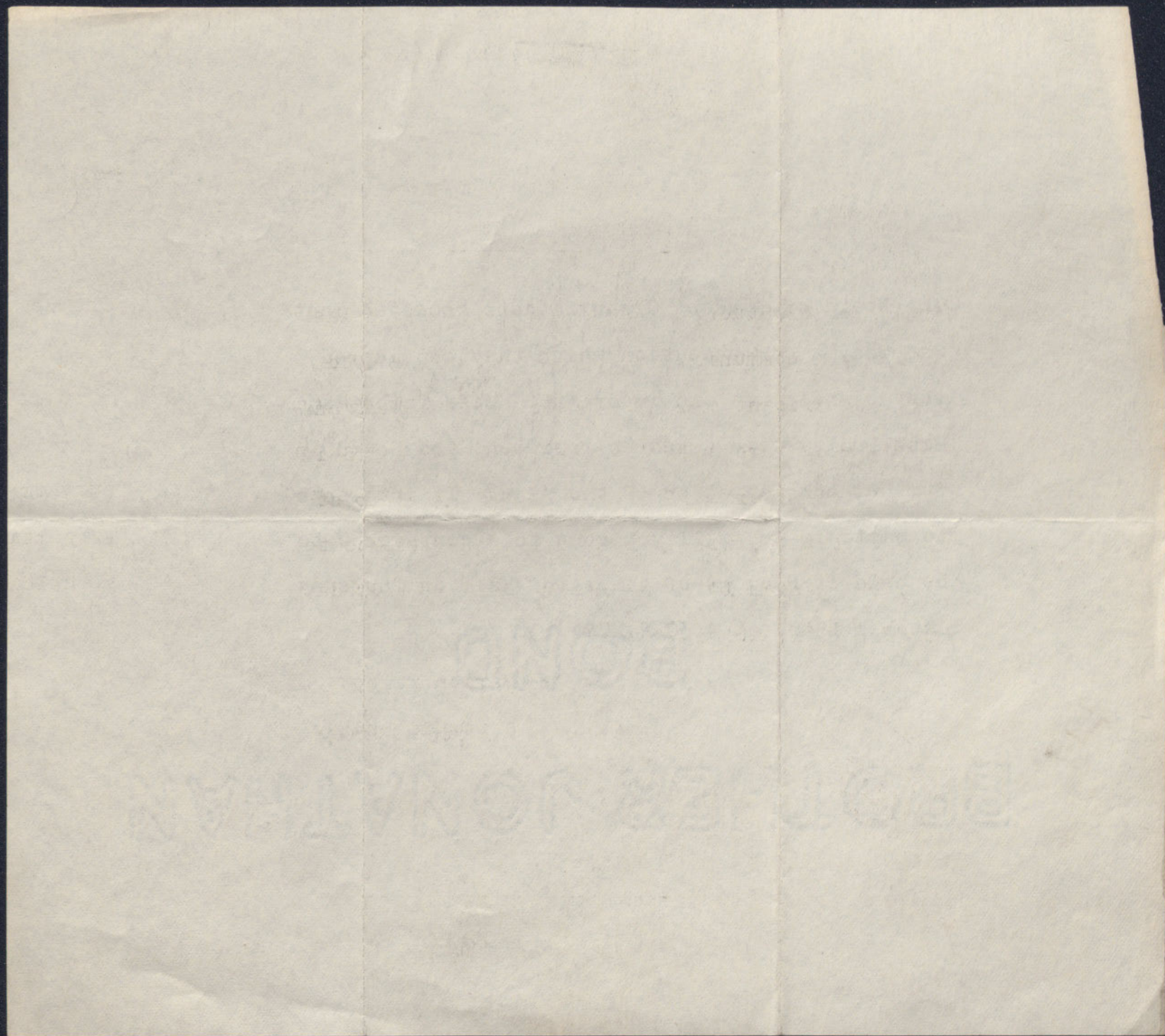
Johanna Hennmann.
Nan Gardner.



The Board of Student Organizations received last Saturday a communication which they considered very significant and important. Miss Talbot and Miss Dudley were asked to represent the Board in further consideration of the plan. If interested to participate, will you come to a conference to be held in Room ¹⁴14 of Lexington Hall on Thursday, October 15th, at 4:30 P.M.?

Marion Talbot

Gertrude Dudley



January, 12, 1915.

Miss Katherine Biggins,
Woman's Administrative Council.

Dear Miss Biggins:

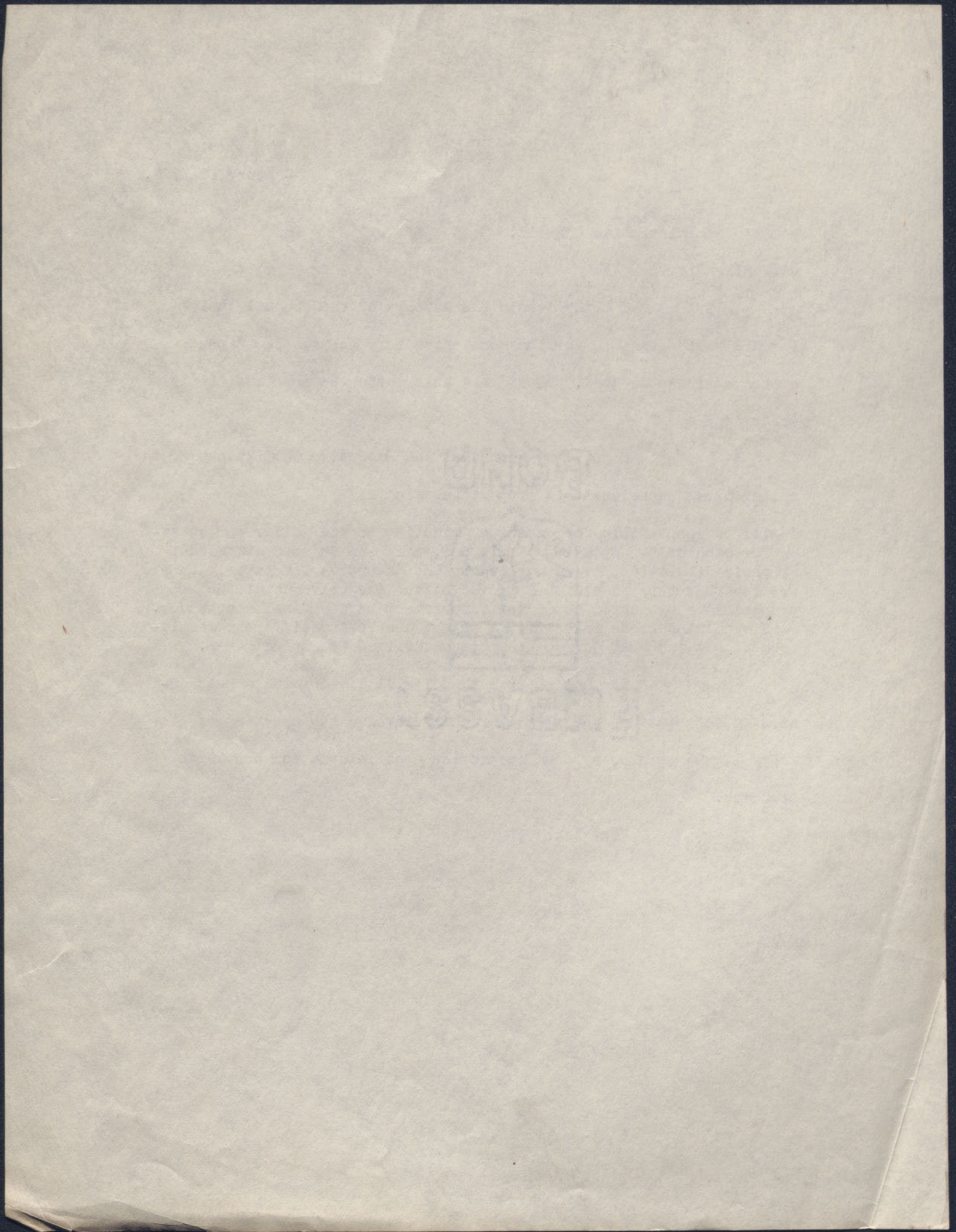
I think I told the members of the Council that I would be responsible for the money necessary to meet the expenses of the business in hand. Should not this matter be more definitely determined upon?

I would suggest that the Executive Committee take the matter up and consider this proposition from me:

I will be responsible for expenses amounting to one dollar per quarter for each of the standing committees, this sum to be spent either at their discretion, or authorized by the Executive Committee. Sums greater than this should be approved by the Executive Committee and propositions presented to me for indorsement before final acceptance. Some such measure as this will, I think, enable the different committees to know to what degree they are authorized to expend money.

You may be sure that I will listen with a keen desire to cooperate to any plans which may involve the spending of money if they prove, or seem to promise good returns for our women students.

Very truly yours,



LIST OF ORGANIZATIONS

Young Women's Christian Association

Woman's Athletic Association

Woman's Glee Club

Masquers

Spelman House

Inter-Club Council

Councilors

Neighborhood Clubs

Harpsichord

Nancy Foster Hall.

Green Hall

Kelly Hall

Beecher Hall

Aides

Ruth Allen
Katherine Covert
Grace Hotchkiss
Mary MacDonald
Hilda MacClintock
Phyllis Fay
Irene Tufts
Edith Smith
Caryl Cody

Woman's Graduate Club

Faculty

Memorandum
Administrative
Council